

**AGENDA
CLEAR HILLS COUNTY
REGULAR COUNCIL MEETING
TUESDAY, OCTOBER 13, 2020**

The regular meeting of the Council for Clear Hills County will be held on Tuesday, October 13, 2020, at 9:30 a.m. in the Council Chambers of the County Office, Worsley, Alberta.

1. CALL TO ORDER	
2. AGENDA	
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**MINUTES OF CLEAR HILLS COUNTY
REGULAR COUNCIL MEETING
CLEAR HILLS COUNTY COUNCIL CHAMBERS
TUESDAY, SEPTEMBER 22, 2020**

PRESENT

Miron Croy	Reeve
Amber Bean	Deputy Reeve
Peter Frixel	Councillor
Abe Giesbrecht	Councillor
David Janzen	Councillor
Jason Ruecker	Councillor
Raymond Wetmore	Councillor

ABSENT

ATTENDING

Allan Rowe	Chief Administrative Officer (CAO)
Audrey Bjorklund	Community Development Manager (CDM)
Lori Jobson	Corporate Services Manager (CSM)
Ron Jensen	Public Works Manager (PWM)
Bonnie Morgan	Executive Assistant (EA)

CALL TO ORDER

Reeve Croy called the meeting to order at 9:30 a.m.

**ACCEPTANCE OF
AGENDA**

C412-20(09-22-20)

RESOLUTION by Councillor Janzen to adopt the agenda governing September 22, 2020 Regular Council Meeting with the addition of 7.b.2. Policy 1126 & 1127, and one closed meeting item 11.a. land. CARRIED.

**APPROVAL OF
MINUTES**

Previous
Meeting Minutes

C413-20(09-22-20)

RESOLUTION by Councillor Ruecker to adopt the minutes of the September 8, 2020 Regular Council Meeting, as presented. CARRIED.

**NEW BUSINESS:
COUNCIL**

Management Team
Activity Report

Management activity report for September 8, 2020

C414-20(09-22-20)

RESOLUTION by Deputy Reeve Bean that the management activity report for September 8, 2020 be accepted, as presented. CARRIED.

Councillor Reports

Council submits the meetings attended in the previous month and a report, if applicable.

C415-20(09-22-20)

RESOLUTION by Councillor Janzen receive the written and or verbal Councillor reports for information, as presented. CARRIED

TENDER OPENING:

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Proposal-2020-P03
– Worsley Walking
Path Snow and
Ice Removal

Council is presented with tenders to be opened for the Request for Proposal-2020-P03 – Worsley Walking Path Snow and Ice Removal.

C416-20(09-22-20)

RESOLUTION by Reeve Croy to open Proposals RFP-2020-P03 – Worsley Walking Path Snow and Ice Removal, analyze results and bring back a recommendation to a future regular council meeting. CARRIED

Company	Amount
NO TENDERS RECEIVED	

Proposal-2020-P04
– Cleardale Walking
Path Snow and
Ice Removal

Council is presented with tenders to be opened for the Request for Proposal-2020-P04 – Cleardale Walking Path Snow and Ice Removal.

C417-20(09-22-20)

RESOLUTION by Deputy Reeve Bean to open Proposals RFP-2020-P04 – Cleardale Walking Path Snow and Ice Removal, analyze results and bring back a recommendation to a future regular council meeting. CARRIED.

Company	Amount
RuCo Enterprises Ltd.	\$70/hr

Tender 2020-13
Construction of New
Road Build
NW 15-83-12-W6M

Council is presented with tenders to be opened for Tender 2020-13 Construction of New Road Build NW 15-83-12-W6M

C418-20(09-22-20)

RESOLUTION by Councillor Wetmore to open tenders for the Tender 2020-13 Construction of New Road Build NW 15-83-12-W6M within Clear Hills County, analyze results and bring back a recommendation to later in today's meeting. CARRIED

Company	Amount
Advantage North Services Ltd	\$155,340.00
Cal R Contracting	\$163,200.00
MDP Oilfield Services Ltd.	\$312,289.60

FCM Discussion

Council had a discussion regarding FCM (Federation of Canadian Municipalities)

Clean Farms –
Alberta Ag Plastic
Recycle it Pilot

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Program

Council is presented with information regarding the Clean Farms – Alberta Ag Plastic Recycle it Pilot Program.

C419-20(09-22-20)

RESOLUTION by Councillor Ruecker to receive for information the discussion on the launch of the Clean Farm pilot program for the collection of agricultural plastic and twine.

CARRIED.

Reeve Croy recessed the meeting at 10:26 a.m.
Reeve Croy reconvened the meeting at 10:36 a.m.

DELEGATION:
Manning Forest
Products

Al Wardale, Woodlands Supervisor for Manning Forest Products a division of West Fraser Mills Ltd. Will be in attendance to give council an update on the current operations.

Councillor Ruecker entered the meeting at 11:09 a.m.

Reeve Croy recessed the meeting at 11:11 a.m.
Reeve Croy reconvened the meeting at 11:36 a.m.

C420-20(09-22-20)

RESOLUTION by Councillor Giesbrecht to receive the delegation from Al Wardale, Woodlands Supervisor for Manning Forest Products a division of West Fraser Mills Ltd. for information as presented.

CARRIED.

RMA Draft Minister
Meetings

Council is presented with information regarding the Fall 2020 RMA Convention and current ministers that council would like to request meetings with.

C421-20(09-22-20)

RESOLUTION by Councillor Wetmore to make the required amendments to the draft letters to the ministers that they would like to schedule meetings with.

CARRIED.

Reeve Croy recessed the meeting at 11:58 a.m.
Reeve Croy reconvened the meeting at 12:38 p.m.

Policy & Priority
Meeting Date

Council is presented information on setting a future Policy and Priority Meeting. Council has requested the following items to be added to the next Policy and Priority meeting.

C422-20(09-22-20)

RESOLUTION by Reeve Croy to set the next Policy and Priority Meeting for Tuesday, October 6th at 9:30 a.m.

CARRIED.

CORPORATE
SERVICES
Cost Recovery –

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Water	At the September 8, 2020 Regular Council meeting Administration brought Bylaw No. 248-20 Water and Wastewater to Council to review the definitions of domestic and industrial uses.
C423-20(09-22-20)	RESOLUTION by Councillor Janzen to receive the information on cost recovery on potable water for information, as presented. CARRIED.
Policy 1126 & 1127	Policy 1126 establishes per diem rates for Council Members and Members at Large. Policy 1127 provides for reimbursement of travel, meals, accommodations, and subsistence expenses.
C424-20(09-22-20)	RESOLUTION by Councillor Janzen to receive the information on the Policies 1126 and 1127 for information, as presented. CARRIED.
<u>COMMUNITY SERVICES</u> Clear Creek Fire Committee Agreement	Council is presented with the 2009 – 2020 financial details on the Village's annual contribution under the Clear Creek Fire Committee agreement and a proposal for 2021-2031
C425-20(09-22-20)	RESOLUTION by Councillor Ruecker to accept the information on the 2009 to 2020 financial details on the Village of Hines Creek annual contribution under the Clear Creek Fire Committee agreement and submit the proposed 2021-2031 maximum annual contribution Schedule B for the Village's consideration. CARRIED.
ASB Recommendations	Council is presented with several recommendations from the Agricultural Service Board.
C426-20(09-22-20)	RESOLUTION by Councillor Janzen to replace the Grain Bag Extractor with a simpler unit. CARRIED.
C427-20(09-22-20)	RESOLUTION by Councillor Giesbrecht to remove the conveyor from the Grain Bagger rental. CARRIED.
C428-20(09-22-20)	RESOLUTION by Councillor Janzen to liquidate the following items due to low usage and high cost: Tree Spade, Rock Picker, Rock Rake and Sickle Mower. CARRIED.
C429-20(09-22-20)	RESOLUTION by Reeve Croy increase the rental rates of the following items: Post Pounder: \$125.00 to \$150.00 and the BBQ Trailer: \$50.00 to \$75.00. per day. CARRIED.
C430-20(09-22-20)	RESOLUTION by Councillor Janzen to amend Policy 6310 by amending Clause 2.1. by removing "not available to rent through other rental agents within the County's boundaries". CARRIED.

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PUBLIC WORKS:

Vanhorn Coulee
Conrads-

Council is presented with information for the Vanhorn Coulee slide on Township Road 832.5 in Bear Canyon.

C431-20(09-22-20)

RESOLUTION by Councillor Wetmore to approve the acquisition of 8 acres from Reginald Conrad & Barbie Evans-Conrad on NW 83-15-12 W6M in the amount of \$16,000.00 (sixteen thousand dollars) to construct new access around the Vanhorn coulee (TWP Rd 832.5 Bear Canyon) road that has slid this year.

CARRIED.

Tender 2020-13
Construction of New
Road Build
NW 15-83-12-W6M

Council is presented with the analysis that were opened earlier in today's meeting for Tender 2020-13 Construction of New Road Build NW 15-83-12-W6M

C432-20(09-22-20)

RESOLUTION by Councillor Giesbrecht to award Tender 2020-13 Construction of New Road Build NW 15-83-12-W6M to Cal R Contracting in the amount of \$163,200.00.

CARRIED.

Award RFP Chinchaga
Road Management
And Maintenance

Council is presented with the analysis for the Request for Proposal for the provision of management and maintenance on the Chinchaga Road from approximately km. 41 (19-94-1-W6M) to approximately km 103 (18-96-6-W6M).

C433-20(09-22-20)

RESOLUTION by Reeve Croy to award RFP for the provision of management and maintenance on the Chinchaga Road to Chinchaga Road Management allowing them to continue managing the Chinchaga road on behalf of Clear Hills County.

CARRIED.

WRITTEN REPORTS

MANAGERS

Chief Administrative
Officer's Report

Chief Administrative Officers report was reviewed.

C434-20(09-22-20)

RESOLUTION by Councillor Ruecker to receive the September 22, 2020, Chief Administrative Officer's report for information, as presented.

CARRIED.

Community
Development
Manager's Report

Community Development Manager's Report was reviewed.

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C435-20(09-22-20)

RESOLUTION by Councillor Janzen to receive the September 22, 2020, Community Development Manager's Report for information, as presented. CARRIED.

Corporate Services
Manager's Report

The Corporate Services Manager's report was reviewed.

C436-20(09-22-20)

RESOLUTION by Deputy Reeve Bean to receive the September 22, 2020, Corporate Services Manager's Report for information, as presented. CARRIED.

Public Works
Manager's Report

Public Works Managers report was reviewed.

C437-20(09-22-20)

RESOLUTION by Councillor Wetmore to receive the September 22, 2020, Public Works Managers report for information. CARRIED.

COUNCIL
INFORMATION

Council was presented with the correspondence of pertinent information that has been received.

C438-20(09-22-20)

RESOLUTION by Reeve Croy to receive the correspondence on September 22, 2020, for information, as presented. CARRIED.

CALENDARS

Council and Administration reviewed the upcoming months' calendars for Councillor Boards and Committee scheduled meetings, to assist Administration with record keeping and Council with a reminder.

C439-20(09-22-20)

RESOLUTION by Councillor Janzen to receive for information the September, October and November 2020 calendars.

Date	Meeting	Councillor
OCT 26	NWSAR Trappers Training	Bean, Frixel
		CARRIED.

C440-20(09-22-20)

RESOLUTION by Deputy Reeve Bean that Council close the meeting to the public as per Section 27, of FOIP at 2:18 p.m.

CARRIED.

C441-20(09-22-20)

RESOLUTION by Reeve Croy that Council revert back to the public at 2:32 p.m. CARRIED.

C442-20(09-22-20)

RESOLUTION by Deputy Reeve Bean to draft a letter to the property owner of NE 32 86 5 W6M proposing a new fence be installed with the landowner's permission on the surveyed property line. CARRIED.

ADJOURNMENT

Reeve Croy adjourned the September 22, 2020 Regular Council Meeting at 2:38 p.m.

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TUESDAY, SEPTEMBER 22, 2020

DATE

REEVE

DATE

CHIEF ADMINISTRATIVE OFFICER

**MINUTES OF CLEAR HILLS COUNTY
POLICY & PRIORITY MEETING
CLEAR HILLS COUNTY COUNCIL CHAMBERS
TUESDAY, OCTOBER 6, 2020**

PRESENT	Miron Croy Amber Bean Peter Frixel Abe Giesbrecht Jason Ruecker Raymond Wetmore	Reeve Deputy Reeve Councillor Councillor Councillor Councillor
ABSENT	David Janzen	Councillor
ATTENDING	Allan Rowe Audrey Bjorklund Lori Jobson Ron Jensen Bonnie Morgan	Chief Administrative Officer (CAO) Community Development Manager (CDM) Corporate Services Manager (CSM) Public Works Manager (PWM) Executive Assistant (EA)
CALL TO ORDER	Reeve Croy called the meeting to order at 9:30 a.m.	
<u>ACCEPTANCE OF AGENDA</u> P443-20(10-06-20)	RESOLUTION by Deputy Reeve Bean to adopt the agenda governing the October 6, 2020 Policy and Priority Meeting, as presented. CARRIED.	
<u>NEW BUSINESS: COUNCIL</u> Road Construction Policy 3201	Council requested Road Construction Policy 3201 be brought back for discussion regarding Section 5. Road Construction on Land with access.	
P444-20(10-06-20)	RESOLUTION by Councillor Wetmore that this committee recommend that Council amend Policy 3201 Road Construction by removing Section 5. of the and provide limited access only to a quarter. CARRIED.	
Management Activity Report Review	Council is presented with the Management Team Activity Report for review and discussion.	
P445-20(10-06-20)	RESOLUTION by Councillor Ruecker that this committee receive the review of the Management Team Activity report for information. CARRIED.	
Public Transportation	Council requested a discussion regarding Public Transportation to Fairview to access Doctors' appointments be added to today's agenda.	
P446-20(10-06-20)	RESOLUTION by Deputy Reeve Bean to bring back more information on supplying Public Transportation to Fairview to	

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 access Doctors' appointments, to a future Regular Council Meeting. **CARRIED.**

Stoney, Sulfur and Running Lakes – Opportunity for Organizational Groups

Council requested a discussion on the opportunity for local organizational groups to run the three provincial parks: Stoney, Sulfur and Running Lakes if the county acquires the proposed operating campground agreements for these lakes from Alberta Environment and Parks.

P447-20(10-06-20)

RESOLUTION by Councillor Giesbrecht to bring back a list of operating requirements for community groups for the three provincial parks: Stoney, Sulfur and Running Lakes to a future Regular Council Meeting. **CARRIED.**

Reeve Croy recessed the meeting at 10:23 a.m.
 Reeve Croy reconvened the meeting at 10:35 a.m.

Business Incentives

Council requested a discussion regarding business incentives for local businesses be added to the Policy and Priority Meeting agenda.

P448-20(10-06-20)

RESOLUTION by Councillor Ruecker to table the discussion regarding business incentives for local businesses until a future meeting. **CARRIED.**

Information Output-Public Engagement

Council requested a discussion regarding information output-public engagement.

P449-20(10-06-20)

RESOLUTION by Deputy Reeve Bean to receive the discussion on information out-put for information, as presented. **CARRIED.**

Cemetery Grant Policy 5601

The Committee is presented with the Cemetery Grant Policy for review

P450-20(10-06-20)

RESOLUTION by Councillor Frixel that this committee recommend that Council amend Cemetery Grant Policy 5601, by adding reporting requirements for how the funds are used, and include this reporting requirement for all other unconditional grants the County may offer, and bring the amended policies back to a future Regular Council Meeting. **CARRIED.**

Continuing Education Scholarship Policy 6801

The Committee is presented with a revised Continuing Education Scholarship Policy 6801 as directed at the September 22, 2020 Regular Council Meeting.

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P451-20(10-06-20)	RESOLUTION by Reeve Croy to recommend Council adopt the amended Continuing Education Scholarship Policy 6801 with the addition of clause 3.9 that states recipients that fail to report and are invoiced for repayment of scholarship funds will be ineligible for future scholarships. CARRIED.
Per Diem Payments Policy 1126	Policy 1126 – Per Diem Payments establishes the per diem rates to reimburse Council Members and Members at Large for attending board and committee meetings.
P452-20(10-06-20)	RESOLUTION by Councillor Frixel that this committee recommend that Council bring amended Policy 1126 Per Diem Payments to a future regular Council meeting for approval. CARRIED.
Travel & Expense Policy 1127	Policy 1127 provides for reimbursement of travel, meals, accommodations, and subsistence expenses.
P453-20(10-06-20)	RESOLUTION by Councillor Wetmore that this committee recommend that Council bring amended Policy 1127 Travel & Expense to a future regular Council meeting for approval. CARRIED.
2021 Preliminary Budget Items	As preparation of the draft 2021 Budget approaches the Committee is requested to consider a number of items.
P454-20(10-06-20)	RESOLUTION by Reeve Croy that this committee recommend that Council plan for Tradeshow, include it in the budget and review in December/January to determine if the pandemic situation indicates that it should be cancelled. CARRIED.
P455-20(10-06-20)	RESOLUTION by Deputy Reeve Bean that this committee recommend that Council plan for the annual BBQ, include it in the budget and review it prior to the 4H Annual Show and Sale to determine if the pandemic situation indicates that the 2021 Clear Hills County BBQ should be cancelled. CARRIED. Reeve Croy recessed the meeting at 11:21 a.m. Reeve Croy reconvened the meeting at 11:33 a.m.
P456-20(10-06-20)	RESOLUTION by Councillor Giesbrecht to receive the discussion on the Cleardale Fire Garage for information. CARRIED.

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POLICY & PRIORITY MEETING
TUESDAY, OCTOBER 6, 2020

Inter-Municipal
Meeting

Council had requested a joint meeting with the inter-municipal neighbors to discuss the COVID-19 pandemic.

No action taken

ADJOURNMENT

Reeve Croy adjourned the October 6, 2020, Policy and Priority Meeting at 11:54 a.m.

DATE

REEVE

DATE

CHIEF ADMINISTRATIVE OFFICER

Clear Hills County

Request For Decision (RFD)

Meeting:	REGULAR COUNCIL MEETING	
Meeting Date:	October 13, 2020	
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager	
Title:	PUBLIC HEARING – BYLAWS 256-20 & 257-20	10:00 A.M.
File:	61-02-02	

DESCRIPTION:

There is a 10:00 a.m. public hearing for the following bylaws:

- Bylaw 256-20 for the purpose of amending Land Use Bylaw 189-16, Section 8.21 Keeping of Animals, to allow poultry to be kept in any Hamlet Residential district.
- Bylaw 257-20 for the purpose of establishing the criteria and conditions for keeping poultry in hamlet residential districts.

BACKGROUND:

First reading was given to both bylaws on September 8, 2020.

The Bylaws are included later in today's agenda for further consideration.

ATTACHMENTS:

- Public Hearing Notice

RECOMMENDED ACTIONS:

That the Reeve recess the Council meeting at 10:00 a.m. to accommodate the public hearing and reconvene the Council meeting at the conclusion of the hearing.

Reviewed by:	Manager:	CAO:
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**CLEAR HILLS COUNTY
NOTICE OF PUBLIC HEARING
PROPOSED LAND USE BYLAW AMENDMENT BYLAW NO. 256-20**

Pursuant to Section 692 of the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta, and Sections 230 and 606, notice is hereby given that the Council of Clear Hills County will hold a public hearing prior to the Second Reading of Bylaw No. 256-20 for an amendment to Clear Hills County Land Use Bylaw No. 189-16. The proposed amendment is to allow the raising or keeping of poultry within hamlet residential districts.

The Public Hearing is to be held on **October 13, 2020** at 10:00 a.m. in the Council Chambers of Clear Hills County. The proposed land use bylaw may be viewed at the Clear Hills County Office in Worsley, Alberta during regular office hours. Please forward written submissions to the Chief Administrative Officer prior to **October 9, 2020, 3:00 p.m.** If you have any questions regarding the hearing or the bylaw, please contact the County office at 780-685-3925.

**CLEAR HILLS COUNTY
NOTICE OF PUBLIC HEARING
PROPOSED POULTRY BYLAW NO. 257-20**

Pursuant to Section 692 of the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta, and Sections 230 and 606, notice is hereby given that the Council of Clear Hills County will hold a public hearing prior to the Second Reading of Bylaw No. 257-20 to allow the raising or keeping of poultry within hamlet residential districts.

The Public Hearing is to be held on **October 13, 2020** at 10:00 a.m. in the Council Chambers of Clear Hills County. The proposed land use bylaw may be viewed at the Clear Hills County Office in Worsley, Alberta during regular office hours. Please forward written submissions to the Chief Administrative Officer prior to **October 9, 2020, 3:00 p.m.** If you have any questions regarding the hearing or the bylaw, please contact the County office at 780-685-3925.

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	October 13, 2020
Originated By:	Ron Jensen, Public Works Manager
Title:	Tender Opening - 2020-12 Worsley Hamlet Snow Removal
File:	31-02-02

DESCRIPTION:

Council is presented with tenders to be opened for 2020-12 Worsley Hamlet Snow Removal. Tenders closed on October 9, 2020 for this project.

BACKGROUND:

C401-20(09-8-20) RESOLUTION by Councillor Janzen to proceed to tender for Snow Removal in Worsley Hamlet. CARRIED.

C227-18(04-24-18) RESOLUTION by Councillor Janzen to award Tender 2018-06 Worsley Hamlet Snow Removal to One Eyed Disposal, as per the submitted tender, \$95.00 (ninety-five dollars) per hour for 3 years and \$98.00 (ninety-eight dollars) for the option to renew for the additional 2 years. CARRIED.

BUDGET:

General Budget- Hamlet Snow Removal
\$36,000.00

RECOMMENDED ACTION:

RESOLUTION by..... to open tenders for the 2020-12 Snow Removal - Worsley Hamlet, analyze results and bring back a recommendation to future Regular Council Meeting.

Initials show support - Reviewed by:

Manager:

RJ

CAO:



Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	October 13, 2020
Originated By:	Ron Jensen, Public Works Manager
Title:	Tender Opening - 2020-14 Access Road SE 32-85-8-W6M
File:	31-23-69

DESCRIPTION:

Council is presented with tenders to be opened for 2020-14 Access Road SE 32-85-8-W6M.
Tenders closed on October 9, 2020 for this project.

BACKGROUND:

C255-20(05-26-20) RESOLUTION by Reeve Croy to proceed to tender for approximately ¼ mile of road construction along SE 32-85-8-W6M. CARRIED.

C562-19(10-22-19) RESOLUTION by Reeve Croy to include \$100,000.00 in the 2020 Public Works capital budget to build an access road to SE 32-85-8-W6M. CARRIED.

C459-19(09-24-19) RESOLUTION by Councillor Ruecker to award RFQ 2019-10 Invitational Wetland Assessment to Velocity Group for the amount of \$2,705.00 (two thousand, seven hundred and five dollars). CARRIED.

BUDGET:

BUDGET:
\$100,000.00 – 2020 Capital Budget

Expenses to Date:
\$2,705.00 – Engineering (Wetland Assessment Report)

Remaining Budget
\$97,295.00

ATTACHMENTS:

Location Map

RECOMMENDED ACTION:

RESOLUTION by..... to open tenders for the 2020-14 Access Road SE 32-85-8-W6M, analyze results and bring back a recommendation later in today's Meeting.

Initials show support - Reviewed by:

















Manager:

RT

CAO:

AS



	Titled Land		Primary Highway
	Leased Land		Secondary Highway
	Crown Land		Paved Road
	Village		Gravel Road
	First Nation Reserve		Residential Location
	River, Stream or Lake		Gravel Pit
	Electoral District		Waste Transfer Facility
	Township Boundary		Municipal Water Facility



Kilometres

1 cm = 600 metres



MacKenzie Municipal Services Agency
109 - 51 St., Box 450, Berwyn, AB T0H 0E0
Phone: 780-338-3862 Fax: 780-338-3811
www.mmsa.ca | email: info@mmsa.ca

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Clear Hills County

Request For Decision (RFD)

	Regular Council Meeting
Meeting Date:	October 13, 2020
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Management Team Activity Report
File:	11-02-02

DESCRIPTION:

Management activity report for October 6, 2020

ATTACHMENTS:

- o Management Activity Report

RECOMMENDED ACTION:

RESOLUTION by that the management activity report for October 6, 2020 be accepted, as presented.

Initials show support - Reviewed by:

Manager:

CAO:





Management Team

Activity Report for October 6, 2020

LEGEND:

Budget Items: Completed Items: Items in Waiting:
 CAO = Chief Administrative Officer CSM = Corporate Services Manager
 PWM = Public Works Manager EA = Executive Assistant
 CDM = Community Development Manager

MOTION	DATE	DESCRIPTION	DEPT	STATUS												
		January 28, 2020														
C68-20	01/28/20	RESOLUTION by Reeve Croy to proceed to tender on the Road Upgrades for Range Road 54 & 60. CARRIED.	PWM	On Hold 2021												
		March 24, 2020														
C255-20	05/26/20	RESOLUTION by Reeve Croy to proceed to tender for approximately ¼ mile of road construction along SE 32-85-8-W6M. CARRIED.	PWM	Oct 13 Open & award												
		August 4, 2020														
C338-20	08/04/20	RESOLUTION by Deputy Reeve Bean to develop a bylaw to amend the Land Use Bylaw 189-16 section 8.21 to allow residents to keep poultry in any Hamlet Residential District and develop a Poultry Bylaw stating guidelines and procedures and bring the bylaw to the future Council meeting for first reading and to set the public hearing date. CARRIED.	CDM	Oct 13 public hearing												
		September 8, 2020														
C387-20	09/08/20	RESOLUTION by Councillor Frixel to draft letters to the following ministers while Council attends November 2-4, 2020 RMA Convention in Edmonton, Alberta. CARRIED. <table><tr><th>Ministers</th><th>Ministry</th><th>Topic background</th></tr><tr><td>Tracy Allard</td><td>Municipal Affairs</td><td>Assessment Model</td></tr><tr><td>Grant Hunter</td><td>Red Tape Reduction</td><td>Ag Society accounting legislation, Parks Agreements and contracts, Wetland assessments</td></tr><tr><td>Jason Nixon</td><td>Env & Parks</td><td>Parks agreement, Wetland</td></tr></table>	Ministers	Ministry	Topic background	Tracy Allard	Municipal Affairs	Assessment Model	Grant Hunter	Red Tape Reduction	Ag Society accounting legislation, Parks Agreements and contracts, Wetland assessments	Jason Nixon	Env & Parks	Parks agreement, Wetland	EA	Letters sent with amendments as per Council direction
Ministers	Ministry	Topic background														
Tracy Allard	Municipal Affairs	Assessment Model														
Grant Hunter	Red Tape Reduction	Ag Society accounting legislation, Parks Agreements and contracts, Wetland assessments														
Jason Nixon	Env & Parks	Parks agreement, Wetland														



Management Team

Activity Report for October 6, 2020

LEGEND:

Budget Items: Completed Items: Items in Waiting:
 CAO = Chief Administrative Officer CSM = Corporate Services Manager
 PWM = Public Works Manager EA = Executive Assistant
 CDM = Community Development Manager

MOTION	DATE	DESCRIPTION	DEPT	STATUS
		assessments/code of practice.		
		Sonya Savage Energy Orphan Wells		
		Ric McIver Transportation Highway 64		
		Tyler Shandro Health Disclosure of information Locum coverage Homecare Locum		
		Adriana LaGrange Education Bussing – COVID Bussing Boundaries		
C402-20	09/08/20	RESOLUTION by Councillor Frixel to award RFQ 2020-11 Wetland Assessment for residential access to SE-30-85-5 W6M Range Road 55 to Sora Ecological Consulting for \$3,600.00. CARRIED.	PWM	In works
C403-20	09/08/20	RESOLUTION by Councillor Janzen to award 2019 Bridge Maintenance Contract (2020 Bridge Maintenance, Tender No. 201-1246-00 to Griffin Contracting Ltd. \$415,550.00, as per the submitted tender. CARRIED.	PWM	In works
C3-20	09/08/20	RESOLUTION by Councillor Wetmore to temporarily suspend all future Clear Hills County funded grants until after the Provincial Assessment Model review has been completed. CARRIED.	EA/CDM/CSM	
		September 22, 2020		
C416-20	09/22/20	RESOLUTION by Reeve Croy to open Proposals RFP-2020-P03 – Worsley Walking Path Snow and Ice Removal, analyze results and bring back a recommendation to a future regular council meeting. CARRIED NO TENDERS RECEIVED	PWM	Oct 13
C417-20	09/22/20	RESOLUTION by Deputy Reeve Bean to open Proposals RFP-2020-P04 – Cleardale Walking Path Snow and Ice Removal, analyze results and bring back a recommendation to a future regular council meeting. CARRIED.	PWM	Oct 13



Management Team

Activity Report for October 6, 2020

LEGEND:

Budget Items: Completed Items: Items in Waiting:
 CAO = Chief Administrative Officer CSM = Corporate Services Manager
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MOTION	DATE	DESCRIPTION	DEPT	STATUS				
		<table><tr><th>Company</th><th>Amount</th></tr><tr><td>RuCo Enterprises Ltd.</td><td>\$70/hr</td></tr></table>	Company	Amount	RuCo Enterprises Ltd.	\$70/hr		
Company	Amount							
RuCo Enterprises Ltd.	\$70/hr							
C421-20	09/22/20	RESOLUTION by Councillor Wetmore to make the required amendments to the draft letters to the ministers that they would like to schedule meetings with. CARRIED.	EA	sent				
C332-20	09/22/20	RESOLUTION by Councillor Giesbrecht to award Tender 2020-13 Construction of New Road Build NW 15-83-12-W6M to Cal R Contracting in the amount of \$163,200.00. CARRIED.	PWM	In works				
C433-20	09/22/20	RESOLUTION by Reeve Croy to award RFP for the provision of management and maintenance on the Chinchaga Road to Chinchaga Road Management allowing them to continue managing the Chinchaga road on behalf of Clear Hills County. CARRIED.	PWM	In works				
C442-20	09/22/20	RESOLUTION by Deputy Reeve Bean to draft a letter to the property owner of NE 32 86 5 W6M proposing a new fence be installed with the landowner's permission on the surveyed property line. CARRIED.	PWM	Letter sent				
		October 6, 202 P&P Meeting						
P444-20	10/06/20	RESOLUTION by Councillor Wetmore that this committee recommend that Council amend Policy 3201 Road Construction by removing Section 5. of the and provide limited access only to a quarter. CARRIED.	EA/ PWM	Oct 13				
P446-20	10/06/20	RESOLUTION by Deputy Reeve Bean to bring back more information on supplying Public Transportation to Fairview to access Doctors' appointments, to a future Regular Council Meeting. CARRIED.	CDM/ EA					
P447-20	10/06/20	RESOLUTION by Councillor Giesbrecht to bring back a list of operating requirements for community groups for the three provincial parks: Stoney, Sulfur and Running Lakes to a future Regular Council Meeting. CARRIED.	CDM					
P448-20	10/06/20	RESOLUTION by Councillor Ruecker to table the discussion regarding business incentives for local businesses until a future meeting. CARRIED.	EA	Oct 13				



Management Team

Activity Report for October 6, 2020

LEGEND:

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MOTION	DATE	DESCRIPTION	DEPT	STATUS
P450-20	10/06/20	RESOLUTION by Councillor Frixel that this committee recommend that Council amend Cemetery Grant Policy 5601, by adding reporting requirements for how the funds are used, and include this reporting requirement for all other unconditional grants the County may offer, and bring the amended policies back to a future Regular Council Meeting. CARRIED.	CDM	Oct 13
P451-20	10/06/20	RESOLUTION by Reeve Croy to recommend Council adopt the amended Continuing Education Scholarship Policy 6801 with the addition of clause 3.9 that states recipients that fail to report and are invoiced for repayment of scholarship funds will be ineligible for future scholarships. CARRIED.	CDM	Oct 13
P452-20	10/06/20	RESOLUTION by Councillor Frixel that this committee recommend that Council bring amended Policy 1126 Per Diem Payments to a future regular Council meeting for approval. CARRIED.	CSM	Oct 13
P453-20	10/06/20	RESOLUTION by Councillor Wetmore that this committee recommend that Council bring amended Policy 1127 Travel & Expense to a future regular Council meeting for approval. CARRIED.	CSM	Oct 13

		August 20, 2019		
C335-19	06/25/19	RESOLUTION by Councillor Bean to approve a budget of \$21,500.00 for survey, land and environmental work to increase the George Lake Recreation Lease boundaries and allocate the funds from the Recreation Reserve. CARRIED.	CDM	In the works
C391-19	08/13/19	RESOLUTION by Councillor Ruecker to approve the funding request from NWSAR (North West Species at Risk Committee) to assist with research and ongoing activities annually in 2020, 2021 and 2022 in the amount of \$50,000.00 per year, funds to be included in the 2020, 2021 and 2022 Operating budget under Economic Development. CARRIED.		2020 ✓ 2021 2022
		September 30, 2019		
C470-19	09/24/19	RESOLUTION by Councillor Ruecker to approve a one-time conditional operating grant to the Village		2020 ✓



Management Team

Activity Report for October 6, 2020

LEGEND:

Budget Items: Completed Items: Items in Waiting:
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MOTION	DATE	DESCRIPTION	DEPT	STATUS
		of Hines Creek in the amount of approximately \$135,000.00, as a 2020 25% tax rebate incentive. CARRIED.		
C471-19	09/24/19	RESOLUTION by Councillor Wetmore to approve a one-time conditional operating grant to the Village of Hines Creek in the amount of \$400,000.00 with the following conditions: a yearend report on how the funding was used to achieve sustainability of the Village. CARRIED.		2020 ✓
		November 27, 2019		
C587-19	11/26/19	RESOLUTION by Councillor Frixel to receive the delegation from Paul Hvenegaard, Regional Manager with Alberta Conservation Associations presentation for funding support for the Sulphur Lake aeration operation; and approve entering into an agreement with the Alberta Conservation Association to provide \$5,000 per year for 5 years (2020-2024) for the Sulphur Lake aeration operation with the funds to be included in the General Grants budget of the 2020 through 2024 annual Operating Budgets. CARRIED.	CDM	2020 2021 2022 2023 2024
C595-19	11/26/19	RESOLUTION by Councillor Frixel further to resolution C630-18(12-11-18), authorize that the 2019, 2020 and 2021 Risk Pro insurance credit for the Compound Gate replacement project be transferred to the Building Reserve when received each year. CARRIED.	CSM/ CDM	2019 ✓ 2020 ✓ 2021
		January 7, 2020		
C620-19	12/10/19	RESOLUTION by Councillor Fletcher that Council approves assisting Northern Lights County by contributing \$10,000 (ten thousand dollars) a year for 5 years, for operation of the Manning Airport, and include the funds in the annual operating budget. CARRIED.	CDM	2020 ✓ 2021 2022 2023 2024
		February 4, 2020		
C75-20	01/28/20	RESOLUTION by Councillor Wetmore to approve a Capital Grant for the Cherry Canyon Agricultural Society's for the amount of \$22,000.00 for the playground project and include the funds in the 2020 Operating Budget. CARRIED.	CDM	2020 ✓



Management Team

Activity Report for October 6, 2020

LEGEND:

Budget Items:
 Completed Items:
 Items in Waiting:

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MOTION	DATE	DESCRIPTION	DEPT	STATUS														
		March 26, 2020																
C181-20	03/24/20	RESOLUTION by Councillor Janzen to amend the 2020 Operating Budget by reducing one weed inspector position and including the revenue and expenses for the County's portion of the Peace Region Clubroot Surveillance Program CAP grant. CARRIED.	CDM	2020✓														
C183-20	03/24/20	RESOLUTION by Councillor Janzen to increase the Bovine Spongiform Encephalopathy Testing (BSE) Incentive Program 2020 budget to \$4,500 from \$3,000, as recommended by the Agricultural Service Board. CARRIED.	CDM	2020✓														
		June 9, 2020																
C228-20	05-08-20	RESOLUTION by Reeve Croy to offer the Peace River School Division No. 10 a conditional grant of up to \$199,000.00 (one hundred ninety nine thousand dollars) to pave the Worsley School parking lot bus pickup/drop off area in 2020, with the funds to be allocated from the Rate Stabilization Reserve. CARRIED.		Project completed														
		July 30, 2020																
C278-20	06/09/20	<table><tr><td>For</td><td>Against</td></tr><tr><td>Councillor Janzen</td><td>Councillor Ruecker</td></tr><tr><td>Deputy Reeve Bean</td><td></td></tr><tr><td>Reeve Croy</td><td></td></tr><tr><td>Councillor Wetmore</td><td></td></tr><tr><td>Councillor Frixel</td><td></td></tr><tr><td></td><td>CARRIED.</td></tr></table> RESOLUTION by Reeve Croy Approve a 2020 general grant of \$120,000.00 to the End of Steel Heritage Society for setting up a Men/Ladies Lavatory trailer with handicap accessibility and water & sewer at the Society's museum in Hines Creek, with the funds to be allocated from the Rate Stabilization Reserve. Councillor Frixel requested a recorded vote.	For	Against	Councillor Janzen	Councillor Ruecker	Deputy Reeve Bean		Reeve Croy		Councillor Wetmore		Councillor Frixel			CARRIED.	CDM	In works
For	Against																	
Councillor Janzen	Councillor Ruecker																	
Deputy Reeve Bean																		
Reeve Croy																		
Councillor Wetmore																		
Councillor Frixel																		
	CARRIED.																	
C329-20	07/14/20	RESOLUTION by Councillor Frixel to approve a donation of \$10,000.00 to STARS Foundation, with funds to be allocated from the Rate Stabilization Reserve CARRIED.	CDM															



Management Team

Activity Report for October 6, 2020

LEGEND:

Budget Items:
 Completed Items:
 Items in Waiting:
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MOTION	DATE	DESCRIPTION	DEPT	STATUS
September 15, 2020				
C393-20	09/08/20	RESOLUTION by Councillor Ruecker to approve a Capital Grant of \$10,000.00, for the Cleardale Agricultural Society to construct a bandstand at the Cleardale Campground & OHV Park and allocate the funds from the rate stabilization reserve. CARRIED.	CDM	
C398-20	09/08/20	RESOLUTION by Deputy Reeve Bean to approve all qualifying applications for the 2020 Continuing Education Scholarship and allocate the balance of the funds from the Rate Stabilization Reserve. CARRIED.	CDM	
September 29, 2020				
C425-20	09/22/20	RESOLUTION by Councillor Ruecker to accept the information on the 2009 to 2020 financial details on the Village of Hines Creek annual contribution under the Clear Creek Fire Committee agreement and submit the proposed 2021-2031 maximum annual contribution Schedule B for the Village's consideration. CARRIED.	CDM	2021-
C426-20	09/22/20	RESOLUTION by Councillor Janzen to replace the Grain Bag Extractor with a simpler unit. CARRIED.	CDM	

ITEMS IN WAITING

February 3, 2015				
C66-15	01/13/15	RESOLUTION by Councillor Croy to leave Plan 802KS Block 2 Lot 10 as is in the County's name as a tax forfeiture property. The taxes shall keep accumulating on it; the previous owner can redeem it at any time by paying all taxes and penalties. If after 15 years the previous owner has not redeemed it totally, the County will become the owner. CARRIED.	CSM	January 14, 2030
May 10, 2017				
C404-16	07/19/16	RESOLUTION by Councillor Johnson to draft a letter to the Regional Alberta Transportation department requesting access to the Reject gravel in the Alberta Transportation Bear Canyon pit. CARRIED.	EA	In Waiting
April 23, 2019				



Management Team

Activity Report for October 6, 2020

LEGEND:

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MOTION	DATE	DESCRIPTION	DEPT	STATUS
C66-19	02/12/19	RESOLUTION by Deputy Reeve Fletcher to approve the request to allow the installation of a Texas gate on Range Road 64 at the midway junction of section 20 & 21-85-6-W6M as per Bylaw 82-05 and have Appendix A – “Agreement for Installation of Texas Gates within Municipal Roadways” brought back to a future council for authorization. CARRIED.	PWM	In waiting
C-388-18	08/14/18	RESOLUTION by Reeve Ruecker to include the Fairview-Hines Creek-Clear Hills Rural Crime Watch partnership on the next Joint-Municipal meeting agenda. CARRIED.	EA	March 25 Joint Rural Crime watch meeting
		January 23, 2020		
C40-20	01/14/20	RESOLUTION by Councillor Fletcher that this council authorizes the destruction of 2017 monthly reconciliation reports, 2012 temporary files and the confidential personnel files for those individuals that left the employment of the municipality prior to January 1, 2013. CARRIED.	CDM	
		February 4, 2020		
C35-20	01/14/20	RESOLUTION by Councillor Wetmore to accept the discussion and information provided by (ACA) Alberta Conservation Association and contact ACA Fish Program Manager to request Ole’s Lake be assessed to determine if it qualifies for lake aeration. CARRIED.	CDM	In waiting
		March 26, 2019		
C129-20	02/25/20	RESOLUTION by Deputy Reeve Bean that the recipient of the Clear Hills County 2020 Business of the Year Award will be announced at the 2020 Clear Hills County Agricultural Trade Show. CARRIED.	CDM	2021
C130-20	02/25/20	RESOLUTION by Councillor Janzen that the recipient of the 2020 Outstanding Recreation Facility award winner be announced at the 2020 Clear Hills County Agricultural Trade Show. CARRIED.	CDM	2021
C131-20	02/25/20	RESOLUTION by Councillor Wetmore that the recipient of the 2020 Volunteer of the Year award	CDM	2021



Management Team

Activity Report for October 6, 2020

LEGEND:

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MOTION	DATE	DESCRIPTION	DEPT	STATUS
		winner be announced at the 2020 Clear Hills County Agricultural Trade Show. CARRIED.		
		April 21, 2020		
C78-20	01/28/20	RESOLUTION by Councillor Janzen to authorize administration to use location option 3, Hamlet of Cleardale, Plan 0726595 Block 1 Lots 83 and 84 and have engineered drawings and lot grading design prepared for a single bay garage with 16 foot walls, 24 feet wide by 50 feet long with a gravel parking apron. The garage is to include a cement floor, bathroom, one overhead door with windows in the center panel, and one-man door designed to fit a pumper or water truck size firefighting unit; and bring the drawings to a future meeting approval. CARRIED.		
		September 29, 2020		
C428-20	09/22/20	RESOLUTION by Councillor Janzen to liquidate the following items due to low usage and high cost: Tree Spade, Rock Picker, Rock Rake and Sickle Mower. CARRIED.	CDM	Dispose at local auction 2021

Clear Hills County

Request For Decision (RFD)

	Regular Council Meeting
Meeting Date:	October 13, 2020
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	COUNCIL REPORTS ON MEETINGS
File:	11-02-02

DESCRIPTION:

Council submits the meetings attended in the previous month and a report, if applicable.

BACKGROUND / PROPOSAL:

Council members attend meetings they have been appointed to.

ATTACHMENTS

Peter Frixel- Public Advisory Committee-Mercer

RECOMMENDED ACTION:

RESOLUTION by.... receive the written and or verbal Councillor reports for information, as presented.

Initials show support - Reviewed by:

Manager:

CAO:



Councilor Report
October 1, 2020
Public Advisory Committee– Mercer International

A major role of The Advisory Committee is to contribute and provide stakeholder input to the Forest Management Agreement (FMA) that covers the green zone of our County along with a similar area north and east of Peace River. The FMA along with the Provincial Government regulations primarily composed of the Operating Ground Rules form the basis of the logging harvest procedures and rules.

Logging practices have drastically changed since I arrived here in 1978. Back then we had tree fallers who logged checkerboard patterns and sent the logs to local mills. With mechanization, the fallers are only memories replaced with huge machinery and we now harvest clear cuts to simulate the effects of forest fires and consider that progress. The question comes about; have we really improved the logging industry? Science would generally indicate that we are on the positive side of “sustainability”. That science claims that we are now able to successfully replant the forest and maintain harvesting levels to eternity. Sadly the economics of it all is hardly the success it should be. Yes the industry continues to maintain jobs, but the contractors and mills continue to struggle with large debt loads in a very competitive market. It may be another case of where our maturity is trying to catch up to our intelligence. (Perhaps more simply put; we can mow down thousands of trees in record time, process the wood with amazing speed, yet when we go to buy a finished wood product at retail it likely is imported from the US and China.)

The FMA is so complex and comprehensive that Mercer has several staff members working fulltime to create and maintain it. During the last several years of intensive meetings, the PAC could only have time to pick on certain aspects of concern. For example we would center meetings around how cutblocks are designed, ensuring that waste is minimized, the size and purpose of buffer zones involving streams and finally getting Government and industry to admit severe damages done with respect to wiping out the Grayling population. The industry is working hard to gain credibility that indicates we are on a positive slope on the learning curve. We need to maintain that positive direction, yet keeping in mind that results can only be measured many years in the future.

As the County member of the PAC, I have given concurrence to this massive document as I am convinced it is moving in the right direction for both industry and the environment. Keep in mind that the FMA is the operational guideline for the next decade. There is nothing stopping our residents from contacting both Gov’t and Mercer anytime we feel our concerns need to be addressed.

Peter Frixel.

10.05.2020

PAC Letter of Support

This letter addresses the general opinions of the Public Advisory Committee as a result of numerous meetings in the past two years with respect to the Forest Management Agreement created by Mercer International. The participants of the committee represent a broad range of stakeholders with varying degrees of interest, knowledge and backgrounds involving this vast area of the Peace Region. The majority of attendees demonstrated solid commitment towards discussing and providing input to achieve the optimum plan of sustainability for both industry and the environment.

There were numerous challenges! The FMA being a very comprehensive and structured document must address a complex process often far removed from the plain language used by those not actually working in that discipline. Reaching a comfort level of understanding and agreement is difficult, as well as a challenge for those presenting the material. Understandably, 3 hour meetings numerous times a year, cannot assure success however throughout the process Mercer ensured that resource people, guest speakers, and a few field trips would facilitate the process and find common ground.

How does one present such a comprehensive plan to a crowded room of 30+ people in three hour evening meetings? Not easily! Every question asked burned up minutes in a tight agenda based primarily on overheads that forever proved difficult to see and tested our attention span. There clearly was not enough time for proper interaction between members and between the members and resource people. A competent facilitator and dedicated members with a common cause kept the process going.

A key challenge to the entire FMA is a dubious legacy of failures in past forestry industry practices and the search for a credibility factor that speaks to, "we have it right this time." Members easily recall huge areas of horrid scarification methods, finding old signs "Reforestation Program 1953" in cut blocks with no viable timber growth, and streams that are now reduced to a 2 week spring runoff, the graylings being just memories. Along comes a new generation of foresters who claim that emulating forest fires along with a dose of Roundup is a vast improvement to sustainability. This is not horticulture, where the results are an annual event, or can be easily and practically accessible in order to assess. Further credibility is tested when the well intended plan is upstaged by an obvious infringement of its rules and the question arises as to who "polices" its good intent? And in all fairness to industry; just how much time, money and cost of stewardship can be expended in relation to an income stream that for the most part sells a primary product in a highly competitive market.

It is understood that this plan is a plan only, and as such will inevitably meet obstacles as it is applied to the landscape over time. However, the embedded process of monitoring, measuring results, and the flexibility to adjust and re-plan the various elements as needed to meet objectives, should enable the plan to succeed.

A final but most important aspect of this Forest Management Plan. The entire staff of Mercer International has tackled the many challenges and criticisms of not only the Advisory group but the public in general. In addition to the meetings we've had they ALWAYS take the time to meet and discuss any issues brought forward responding with proper background information in a most transparent and accommodating fashion. They acknowledge past industry mistakes and genuinely attempt to correct and enhance the rules to improve the industry. During a field trip, one member noted a procedure that was not specifically called for in the rules and a Mercer woodlands employee responded, saying they did that because "it was the right thing to do."

It is the general consensus of the Public Advisory Committee that the FMA as presented is a very positive and ambitious step forward in the forest industry. We feel the Government of Alberta should adopt the plan and allow its implementation as a model for progressive forest management.

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	October 13, 2020
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Organizational Meeting
File:	11-02-02

DESCRIPTION:

Council is presented with information regarding the scheduling of the annual Organizational Meeting. The Organizational meeting will be held in the Clear Hills County Council Chambers, on Tuesday, October 27, 2020 at 9:30 a.m. with the Regular Council Meeting to follow.

MUNICIPAL GOVERNMENT ACT
Revised Statutes of Alberta 2000
Chapter M-26
Current as of 9/1/2020

Organizational meetings

192(1) Except in a summer village, a council must hold an organizational meeting annually not later than 2 weeks after the 3rd Monday in October.

BACKGROUND:

Clear Hills County Council will appoint members to serve on various in-house and external committees for 2020-2021 at the October 27, 2020 Organizational meeting. Council may determine, by resolution to remove or add a board or committee.

ATTACHMENTS:

October 2020 Calendar
List of Boards and Committees

RECOMMENDED ACTION:

RESOLUTION by..... to approve the date and time for Clear Hills County Organizational meeting that will be held in the Clear Hills County Council Chambers, on Tuesday, October 27, 2020 at 9:30 a.m. with the Regular Council Meeting to follow.

Initials show support - Reviewed by:	Manager:	CAO: 
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OCTOBER 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	1 NWSAR-AB	2	3
4	5	6 P&P Mtg-ALL	7 NPHF-AB	8	9	10
11	12 Thanksgiving	13 Council	14	15	16	17
18	19	20 ASB-DJ, JR	21	22	23	24
25	26	27 Council	28	29	30	31

	BOARDS & COMMITTEES 2019-20 Member (1) Alternate (A)	# of reps on board/committees	approx. # of meeting per year	Ward 1 Croy, Miron	Ward 2 Councillor Fitzel, Peter	Ward 3 Deputy Reeve Amber Bean	Ward 4 Councillor Ruecker, Jason	Ward 5 Councillor Janzen, David	Ward 6 Councillor Fletcher, Dan	Ward 7 Councillor Raymond Wetmore
1	Agricultural Service Board	1	7			A	A	1		
2	Alberta Surface Rights	3	2			1	1			1
3	Cleardale Community Enhancement Society	2	12	1				1		
4	Clear Creek Fire Committee (2 members and 1 alternate)	2	1				1	A		1
5	Clear Hills Joint Venture Ltd. - Directors (Reeve & Deputy Reeve)	2	2	1		1				
6	Clear Hills Joint Venture Ltd. - Operating (2 members, 2 alternates)	2	2	1		1	A		A	
7	Mercer Peace River Pulp Ltd. Public Advisory Committee	1	5	A	1					
8	Health Professional Enhancement committee	1	12			1		A		
9	Economic Development Committee	7	*	1	1	1	1	1	1	1
10	Emergency Management Committee (Reeve & Dep Reeve)	2	*	1		1				
11	Medical Clinic Operating Society	1	4			1		A		
12	Fairview Regional Airport Advisory Committee	1	4				1			A
13	Fairview Seed Cleaning Co-op Board	1	4						1	A
14	Grimshaw Gravel Aq. Management Advisory Committee	1	4	A	1					
15	Interprovincial/Intermunicipal Committee (All)	7	2	1	1	1	1	1	1	1
16	Mackenzie Municipal Services Agency	1	4	A	1					
17	Mighty Peace Tourist Association	1	6		A	1				
18	Municipal Planning Commission (5 members)	5	*	1	1	1		1		1
19	North Peace Housing Foundation & Coalition (per diems & travel expenses covered by NPHF)	1	10		A	A				
20	North Peace Regional Landfill Commission	1	10	A					1	
21	Northern Transportation Advisory Council	1	4				A			1
22	Peace Library System/CH Advisory Comm (meals & accommodations paid by Peace Library System)	1	4		1	A				
23	Peace Regional Economic Development Alliance	1	4	A	1					
24	Recreation Board - Burnt River	1	2	1	A					
25	Recreation Board - Cherry Canyon	1	2						A	1
26	Recreation Board - Cleardale	1	2					1	A	
27	Recreation Board - Hines Creek & District	1	2	A	1					
28	Recreation Board - Worsley & District	1	2			A	1			
29	Road Ban Committee	2	*				A	1		
30	Rural Crime Watch Executive Board	1	*			A				1
31	North West Species at Risk	2	12	A	1	1				
32	Trades Training Program Committee	7	*	1	1	1	1	1	1	1
33	Worsley & District Health Promotion Society	1	4	A		1				
34	MD of Peace No. 135 Weed and Pest Control Appeal	3	*	1			1			
35	Joint inter-Municipal (intermunicipal Collaboration Committee)	2	*	1	1					
36	Mackenzie inter-Municipal Subdivision and Development Appeal Board (SDAB)	1	*				A		1	
37	Village of Hines Creek Subdivision and Development Appeal Board (SDAB)	1	*	1						
	Number of Committees			11	12	15	8	8	6	9
	Alternates			8	3	5	5	3	3	2

meetings held as needed (*)

	BOARDS & COMMITTEES 2019-20 Member (1) Alternate (A)	Ward 7 Councillor Raymond Weimons	Ward 6 Councillor Glebech, Albe	Ward 5 Councillor Janzen, David	Ward 4 Councillor Ruecker, Jason	Ward 3 Deputy Reeve Amber Bean	Ward 2 Councillor Fritzel, Peter	Ward 1 Reeve Croy, Miron	approx. # of meeting per year	# of reps on board/committee
1	Agricultural Service Board									
2	Alberta Surface Rights									
3	Cleardale Community Enhancement Society									
4	Clear Creek Fire Committee (2 members and 1 alternate)									
5	Clear Hills Joint Venture Ltd. - Directors (Reeve & Deputy Reeve)									
6	Clear Hills Joint Venture Ltd. - Operating (2 members, 2 alternates)									
7	Mercer Peace River Pulp Ltd. Public Advisory Committee									
8	Health Professional Enhancement committee									
9	Economic Development Committee									
10	Emergency Management Committee (Reeve & Dep Reeve)									
11	Medical Clinic Operating Society									
12	Fairview Regional Airport Advisory Committee									
13	Fairview Seed Cleaning Co-op Board									
14	Grimshaw Gravel Aq. Management Advisory Committee									
15	Interprovincial/Intermunicipal Committee (All)									
16	Mackenzie Municipal Services Agency									
17	Mighty Peace Tourist Association									
18	Municipal Planning Commission (5 members)									
19	North Peace Housing Foundation & Coalition (per diems & travel expenses covered by NPHF)									
20	North Peace Regional Landfill Commission									
21	Northern Transportation Advisory Council									
22	Peace Library System/CH Advisory Comm (meals & accommodations paid by Peace Library System)									
23	Peace Regional Economic Development Alliance									
24	Recreation Board - Burnt River									
25	Recreation Board - Cherry Canyon									
26	Recreation Board - Cleardale									
27	Recreation Board - Hines Creek & District									
28	Recreation Board - Worsley & District									
29	Road Ban Committee									
30	Rural Crime Watch Executive Board									
31	North West Species at Risk									
32	Trades Training Program Committee									
33	Worsley & District Health Promotion Society									
34	MD of Peace No. 135 Weed and Pest Control Appeal									
35	Joint inter-Municipal (Intermunicipal Collaboration Committee)									
36	Mackenzie inter-Municipal Subdivision and Development Appeal Board (SDAB)									
37	Village of Hines Creek Subdivision and Development Appeal Board (SDAB)									
	Number of Committees									
	Alternates									

meetings held as needed (*)

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	October 13, 2020
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Road Construction Policy 3201
File:	11-02-02

DESCRIPTION:

Council is presented with the recommendation from the October 13, 2020 Policy and Priority Meeting to amend policy 3201 Road Construction removing section 5. Road Construction on Land with access of the policy.

BACKGROUND:

P444-20(10-06-20) RESOLUTION by Councillor Wetmore that this committee recommend that Council amend Policy 3201 Road Construction by removing Section 5. of the and provide limited access only to a quarter. CARRIED.

ATTACHMENTS:

Road Construction Policy 3201

RECOMMENDED ACTION:

RESOLUTION by..... to approve the amended Policy 3201 Road Construction by removing Section 5. of the and provide limited access only to a quarter.

Initials show support - Reviewed by:

Manager:

CAO:





Clear Hills County

Effective Date **Draft October 13, 2020**

Policy Number: **3201**

Title: **ROAD CONSTRUCTION**

1. POLICY STATEMENT

- 1.1 Clear Hills County will develop and enhance the vital road network system within the County for the safe transportation of passengers, tourists, industry and goods.
- 1.2 The County will implement guidelines for evaluation and prioritization of road construction.

2. ROAD CONSTRUCTION AND ROAD RECONSTRUCTION EVALUATION

2.1. Road Construction and reconstruction evaluation will be based on the following:

2.1.1. Ranking in the 3 to 5-year Road Construction Plan

2.1.2. Ranking in the Road Scoring Grid

2.1.3. Ongoing maintenance costs:

- gravel frequency;
- grading frequency; and
- upgrading via shoulder pulls.

2.1.4. Condition of substructure - culvert placement.

2.1.5. Council and staff Road Tours/Inspections

2.1.6. Road reconstruction requests

2.1.7. Traffic counts - summer and winter.

2.1.8. Projections for long term use of the roads.

2.1.9. Road destination-access to another community, province, major development, etc.

2.1.10. Road users - local traffic, commercial, industrial

3. ROAD REQUEST APPLICATION EVALUATION**3.1 Road Scoring Grid:**

The following Road Scoring Grid will be used to evaluate road construction requests.

Priority	Scoring Criteria	Points
1a	No Access – To a Quarter Section with Residence	95
1b	No Access – To a Quarter Section with a Residence on a School Bus Route	90
1c	No Access – To a Quarter Section of Farm land or titled fenced pasture	85
2	Miles school bus route is reduced	5/mile
	Anticipated school bus years	Years
3	Reduced distance by existing roads	5/mile
	Miles reduced	
4	Number of groups/households served	5/group
	Basic access	minus 20
	Limited Access	minus 10
	Wet Years -No Access	50
	Wet Years- Limited Access	25
	Water Crossing Required: Bridge File	minus 50
	Water Crossing Required: 36-48"	minus 25
	Muskeg/Coulee	minus 20
	Distance	minus 5 per ½ mile over 1 mile
	Total Points	
Minimum Points to qualify		60

Notes:

*Applicants for roads that do not achieve minimum points will be notified in writing that the requested project is denied.

3.2 ROAD SCORING GRID DEFINITIONS

- No Access: no existing roads access to a quarter section with a residential site and/or farmed or farmable land of which the applicant does not own any adjacent quarter sections.
- To qualify for scoring as a Residential access a residence must be in place or under construction on the quarter section OR an approved Development permit application in place AND Power applied for or \$1,000 paid in lieu of power. If these conditions are not met the request will be treated as a farm access. If the road is built and the residence is constructed within one year of completion of the road the applicant will be refunded the \$1,000 in lieu of power fee.
- Limited Access: applicant has adjacent land that has road access to one side, minimum
- Basic Access: road access to corner of the quarter section
- Wet Years - No Access: applicant has adjacent land that has road access to one side, minimum, but cannot access quarter section on wet years.
- Wet Years - Limited Access: applicant has adjacent land that has road access to one side, minimum and has difficulty accessing quarter section on wet years.
- Reduced distance by existing roads: based on location of nearest property owned, miles applicant has to transport equipment, etc.
- Numbers of families serviced: number of families easily recognizable as being served by new road (i.e.: own land that would be serviced by new road).
- Adjacent Land: a quarter section that is located along the side of the adjoining quarter section NOT corner to corner.
- Water refers to major water crossings (creeks, drainage ditches, etc.)
- Distance or Road required: the intent of this policy is to construct roads of up to 1 mile in length. Every ½ mile over 1 mile will be deducted 5 points due to construction cost and ongoing maintenance needs.

3.3 ROAD RECONSTRUCTION REQUESTS

- 3.3.1 RECONSTRUCTION REQUESTS shall be evaluated based on Section 2 of this policy (Road Construction and Reconstruction Evaluation)
- Existing road that requires substantial repairs to be brought up to an acceptable standard;
 - Existing road requiring upgrading to a higher standard of road

3.4 ROAD REQUEST APPLICATION RANKING

3.4.1 The Road Scoring Grid ranks road based on the following Priority list:

- NO ACCESS roads shall be constructed first.
- All other roads shall be assessed for construction, incorporating the following criteria:
 - a. Miles a school bus route is reduced 1st priority
 - b. Reduced distance travelled by existing roads 2nd priority
 - c. Number of groups/households served 3rd priority
 - d. Number of parcels of land served (information only)

4. ROAD CONSTRUCTION PRIORITIZATION

4.1. The CAO shall present to Council road request applications as they are received for Councils review and approval as per the road construction evaluation and budgetary allocations:

- Road Construction Evaluation;
- Road Request Application Evaluation

4.2. The list will include estimated costs to construct the requests that are presented for prioritization.

4.3. The list shall contain the legal description(s) of the land adjacent to the road requests, the name of the person(s) requesting, the total number of kilometers requested built, and the estimated cost of the road - construction.

5. ROAD CONSTRUCTION ON LAND WITH ACCESS

~~5.1. Access for undeveloped road allowance for residential purposes on a quarter that already has basic access will be reviewed by Council on a first come, first served basis Council will annually set an amount in the following years budget for construction of residential access.~~

~~5.2. Approved Applications for residential access road construction over and above the annual budget allotted will be moved to the following year.~~

6. CONNECTOR ROAD REQUESTS

6.1. Construction of connector roads that do not fit the construction criteria requirements may be authorized by Council in cases where the connection may benefit users.

7. END OF POLICY**Related Policies:**

3202 Road Construction Specifications

3203 Approach Construction

3205 Land Need and Acquisition

ADOPTED

Resolution #C190-03

Date: March 25, 2003

AMENDED

Resolution #C876-03

Date: November 25, 2003

AMENDED

Resolution #C153(03/13/07)

Date: March 13, 2007

AMENDED

Resolution #C180(02/23/10)

Date: February 23, 2010

AMENDED

Resolution #C393-12

Date: July 10, 2012

AMENDED

Resolution # C398-12(07/24/12)

Date: July 24, 2012

AMENDED

Resolution # C405-14(06/24/14)

Date: June 24, 2014

AMENDED

Resolution # C413-17 08/22/17

Date: August 22, 2017

AMENDED

Resolution #

Date: August 22, 2017



Clear Hills County

Effective Date October 13, 2020	Policy Number: 3201
Title: ROAD CONSTRUCTION	

1. POLICY STATEMENT

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 - grading frequency; and
 - upgrading via shoulder pulls.
 - 2.1.4. Condition of substructure - culvert placement.
 - 2.1.5. Council and staff Road Tours/Inspections
 - 2.1.6. Road reconstruction requests
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Date: July 10, 2012

AMENDED

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Date: July 24, 2012

AMENDED

Resolution # C405-14(06/24/14)

Date: June 24, 2014

AMENDED

Resolution # C413-17 08/22/17

Date: August 22, 2017

AMENDED**Resolution #****Date: August 22, 2017**

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	October 13, 2020
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Finance – Accounts Payable
File:	12-03-02

DESCRIPTION:

A list of expenditures for Clear Hills County for the period of September 09, 2020 to October 13, 2020 is provided for Council's review.

BACKGROUND / PROPOSAL:

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

RESOLUTION by... that Council receives for information the Accounts Payable report for Clear Hills County for the period of September 09, 2020 to October 13, 2020 for a total of \$1,030,432.02.

Initials show support - Reviewed by:

Manager:



CAO:



Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last	Cheque Number	First
Cheque Date	9/09/20	10/13/20		Last

Sorted By: Cheque Date

Distribution Types Included: All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
ADVENTURE AUTOMOTIVE LTD	024052	9/22/20	\$980.44
Invoice Description Invoice Number Invoice Amount			
Unit 65 - 58 R&M 56237 \$980.44			
Axia SuperNet Ltd.	024053	9/22/20	\$746.49
Invoice Description Invoice Number Invoice Amount			
Sept. Supernet 1000188984 \$746.49			
B & E HOME HARDWARE	024054	9/22/20	\$1,116.71
Invoice Description Invoice Number Invoice Amount			
Paint For Culvert Markers 102-21894 \$25.48			
Flourescent Tubes 101-49788 \$438.18			
Cleaning Supplies For Unit 54 101-50027 \$47.22			
Shop Vac 101-50172 \$141.73			
RV Station Faucet 101-50596 \$7.86			
Windsheild Washer 101-50369 \$14.66			
Wood Screws 102-22471 \$26.09			
Janitorial Supplies 102-22591 \$360.17			
Culvert Part 101-51310 \$55.32			
BJORNSON RICK	024055	9/22/20	\$350.00
Invoice Description Invoice Number Invoice Amount			
Wolf Incentive 090320 \$350.00			
BROWNLEE LLP	024056	9/22/20	\$315.00
Invoice Description Invoice Number Invoice Amount			
Legal Confirmation For Auditor 503423 \$315.00			
BUBBLE UP MARKETING	024057	9/22/20	\$850.50
Invoice Description Invoice Number Invoice Amount			
Website Annual Hostage Fee 15531 \$850.50			
CAL-R CONTRACTING LTD.	024058	9/22/20	\$8,701.87
Invoice Description Invoice Number Invoice Amount			
Haul Equip, Centerline, Gravel 12109 \$1,470.00			
Line Locate, Replaced Centre 11743 \$939.75			
Clean Beaver Cages 11747 \$840.00			
Tear Out Beaver Dam 11749 \$210.00			
Change Centre Line 11750 \$630.00			
Rd. Repair Div 1 11746 \$735.00			
CulvertReplacement/TelusLocate 11745 \$939.75			

Clear Hills County
 CHEQUE DISTRIBUTION REPORT
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Culvert Replacement	12110		\$1,992.37
Approaches	11744		\$945.00
CLEAR HILLS WASTE MANAGEMENT	024059	9/22/20	\$9,463.13
Invoice Description	Invoice Number	Invoice Amount	
Transfer Station Contractor	062		\$9,463.13
CLEARDALE TRANSPORT	024060	9/22/20	\$10,935.75
Invoice Description	Invoice Number	Invoice Amount	
Worsley GB 01	6109474		\$6,210.75
Cleardale GB07	6109473		\$4,725.00
COX, GERALD	024061	9/22/20	\$5,775.00
Invoice Description	Invoice Number	Invoice Amount	
WTP Operator	0114221		\$5,775.00
DAVID FRYKAS	024062	9/22/20	\$3,750.00
Invoice Description	Invoice Number	Invoice Amount	
Land Acquisition	091120		\$3,750.00
DCA PRINTING	024063	9/22/20	\$2,524.19
Invoice Description	Invoice Number	Invoice Amount	
Ward 6 Business Cards	20786		\$88.19
Invoice Paper	20787		\$2,436.00
FAMILY & COMMUNITY SUPPORT SER	024064	9/22/20	\$578.00
Invoice Description	Invoice Number	Invoice Amount	
2020-2021 FCSS Membership	1291		\$578.00
FOSTER PAT	024065	9/22/20	\$435.93
Invoice Description	Invoice Number	Invoice Amount	
OfficeFlowers,Pump&Fertilizer	990664		\$435.93
GOVERNMENT OF ALBERTA	024066	9/22/20	\$287.00
Invoice Description	Invoice Number	Invoice Amount	
Annual Rent	0005023945		\$287.00
GREGG DISTRIBUTORS CO. LTD(FAI	024067	9/22/20	\$1,549.70
Invoice Description	Invoice Number	Invoice Amount	
Hydraulic Fittings	036-297339		\$5.44
Sprayer Coveralls	036-297862		\$1,544.26
GRIMSHAW GRAVEL SALES	024068	9/22/20	\$712.01
Invoice Description	Invoice Number	Invoice Amount	

Clear Hills County
 CHEQUE DISTRIBUTION REPORT
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Div 1 Rd. Repair	20560		\$712.01
H & G MASON HOLDINGS	024069	9/22/20	\$4,266.15
Invoice Description	Invoice Number	Invoice Amount	
Hauling Dirt Div 2	5462	\$1,869.00	
Hauling/Loading Fill Dirt	5460	\$1,184.40	
Hauling / Loading Fill Dirt	5459	\$582.75	
Hauling Gravel To Sulphur Lake	5458	\$630.00	
HARCOURT BRIAN	024070	9/22/20	\$52.20
Invoice Description	Invoice Number	Invoice Amount	
HC Seniors Bus Mileage	083120	\$52.20	
HILLVIEW FAB & WELDING	024071	9/22/20	\$472.50
Invoice Description	Invoice Number	Invoice Amount	
Modify Belt - Conveyor	692	\$472.50	
HINES CREEK COMPOSITE SCHOOL	024072	9/22/20	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
Community Calendar Ad	090120	\$50.00	
HINES CREEK PART MART	024073	9/22/20	\$277.51
Invoice Description	Invoice Number	Invoice Amount	
Hyd. Hoses	929-076540	\$162.87	
Tree Spade	929-076872	\$36.60	
Hyd. Fitting	929-076898	\$7.94	
Bale Scale Solenoid	929-077456	\$16.80	
Safety Glasses	929-077535	\$53.30	
JANZEN THOMAS	024074	9/22/20	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	70652-090320	\$50.00	
JANZEN, GERHARD	024075	9/22/20	\$150.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	71016-081720	\$150.00	
JLD ENTERPRISE	024076	9/22/20	\$5,355.00
Invoice Description	Invoice Number	Invoice Amount	
Eureka River GB13	102	\$5,355.00	
LANDRY, CHRIS	024077	9/22/20	\$3,000.00
Invoice Description	Invoice Number	Invoice Amount	
Continuing Education	083120	\$3,000.00	

System: 10/07/20 11:31:39 AM
User Date: 10/07/20

Clear Hills County
CHEQUE DISTRIBUTION REPORT
Payables Management

Page: 4
User ID: Sharon

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
LEDCOR HIGHWAYS LTD.	024078	9/22/20	\$519,146.32
Invoice Description	Invoice Number	Invoice Amount	
2020 Pavement Overlay Prog #1	191-12726-00-0	\$234,379.69	
2020 Pavement Overlay Prog. #2	191-12726-00-0	\$1,399,361.58	
2020 Pavement Overlay	191-12726-00	\$3,427,520.08	
2020 PAVEMENT OVERLAY	072820	\$130,201.75	
LORNE THIESSEN	024079	9/22/20	\$350.00
Invoice Description	Invoice Number	Invoice Amount	
Wolf Hunt Incentive	090820	\$350.00	
LUND, JEANNETTE	024080	9/22/20	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	71121-090220	\$100.00	
MACKENZIE MUNICIPAL SERVICES A 024081	9/22/20	\$100.00	
Invoice Description	Invoice Number	Invoice Amount	
SDAB Annual Admin Fee	PRSDAB 014-20	\$100.00	
MEI NING ROSA	024082	9/22/20	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	71136-090820	\$50.00	
NIKKA SERVICES	024083	9/22/20	\$5.25
Invoice Description	Invoice Number	Invoice Amount	
Ward 6 - Name Plate & Pin	25638	\$5.25	
NORTH PEACE HOUSING FOUNDATION 024084	9/22/20	\$127,884.50	
Invoice Description	Invoice Number	Invoice Amount	
2020 Requisition	030120	\$511,537.98	
PARTLINE PLUS	024085	9/22/20	\$90.35
Invoice Description	Invoice Number	Invoice Amount	
Shop Tool	001-010050	\$90.35	
PETERS IKE	024086	9/22/20	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	71007-081720	\$50.00	
POSTMEDIA	024087	9/22/20	\$3,258.49
Invoice Description	Invoice Number	Invoice Amount	
Public Hearing By Law 254-20	392472	52 \$169.26	
Taxation Ad	379100	\$109.20	

System: 10/07/20 11:31:39 AM
User Date: 10/07/20

Clear Hills County
CHEQUE DISTRIBUTION REPORT
Payables Management

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User ID: Sharon

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Assessment Ad	355231		\$206.85
Public Hearing By Law 254 -20	383494		\$169.26
Notice Of Election/Nomination	368275		\$413.70
Aug Newsletter Printing	382159		\$911.40
Sept Newsletter & Taxation Ad	396914		\$1,109.56
Dust Control Ad	343299		\$169.26
=====			
PRAIRIE DISPOSAL LTD.	024088	9/22/20	\$6,548.08
Invoice Description	Invoice Number	Invoice Amount	
Recycle Bin Maint.	0000523572	\$6,548.08	
=====			
RELIANCE ASSESSMENT CONSULTANT	024089	9/22/20	\$6,835.50
Invoice Description	Invoice Number	Invoice Amount	
September Assessment Services	59-090120	\$6,835.50	
=====			
ROADATA SERVICES LTD	024090	9/22/20	\$243.60
Invoice Description	Invoice Number	Invoice Amount	
Permitting Services	00074358	\$243.60	
=====			
ROAMING TRANSPORT	024091	9/22/20	\$6,316.80
Invoice Description	Invoice Number	Invoice Amount	
Hines Creek GB14	0207	\$6,316.80	
=====			
RUCO ENTERPRISES	024092	9/22/20	\$1,417.50
Invoice Description	Invoice Number	Invoice Amount	
Culvert Replacement & Approach	1326	\$1,417.50	
=====			
SHEWCHUK, GERALD	024093	9/22/20	\$1,039.50
Invoice Description	Invoice Number	Invoice Amount	
Hauling Tractors	1843	\$1,039.50	
=====			
SVEDERUS, LEE	024094	9/22/20	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
Renta; Deposit Refund	70993-081320	\$50.00	
=====			
TIGER CALCIUM SERVICES INC.	024095	9/22/20	\$14,951.74
Invoice Description	Invoice Number	Invoice Amount	
Dust Control Product	86487A	\$8,494.22	
Dust Control Product	86944C	\$6,457.52	
=====			
UNITED FARMERS OF ALBERTA	024096	9/22/20	\$445.52
Invoice Description	Invoice Number	Invoice Amount	
Dump Trailer Parts	SOINV0596841	\$166.26	
Mower Parts	SOINV0615557	\$116.52	
Water Plant Battery	SOINV0650708	\$179.54	

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 CHEQUE DISTRIBUTION REPORT
 Payables Management

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Vendor Name	Cheque Number	Cheque Date	Cheque Amount
WOLFE JACOB & JUDY	024097	9/22/20	\$699.04
Invoice Description	Invoice Number	Invoice Amount	
Tax Refund	083120	\$699.04	
WORSLEY GATEWAY INN	024098	9/22/20	\$997.98
Invoice Description	Invoice Number	Invoice Amount	
Council Mtg/Staff Lunch	770	\$997.98	
WORSLEY GENERAL STORE	024099	9/22/20	\$45.69
Invoice Description	Invoice Number	Invoice Amount	
H2O For Office	47-081120	\$28.75	
Wipes For Election	42-080620	\$8.47	
Janitorial Supplies	1-082420	\$8.47	
WORSLEY GRAVEL SUPPLY LTD.	024100	9/22/20	\$22,556.48
Invoice Description	Invoice Number	Invoice Amount	
Gravel/Loading/Trucking	6393	\$1,765.05	
Gravel & Trucking	081920	\$1,522.08	
Load & Haul Gravel - Culvert	5148	\$1,150.27	
Load & Haul Gravel	5142	\$358.57	
Approach Repair	6391	\$977.02	
Load & Haul Gravel	6270	\$457.27	
Load & Haul Gravel	5149	\$1,706.25	
Pit Run, Loader/Truck Hours	6262	\$1,475.78	
Truck & Loader Hours	6185	\$890.40	
Truck & Loader Hrs	6260	\$1,236.90	
Trucking & Loader Hrs	6259	\$459.90	
Rd. Repair Truck/Loader Hrs	5135	\$476.70	
Gravel & Trcuking	5136	\$8,862.29	
Loader & Truck Hrs	5131	\$674.10	
Truck & Loader Hrs	5130	\$271.95	
Truck & Loader Hrs	6318	\$271.95	
WORSLEY WATER SERVICE	024101	9/22/20	\$900.00
Invoice Description	Invoice Number	Invoice Amount	
Haul Water To BCWP	176915-080720	\$450.00	
Haul Water To BCWP	176942-082420	\$450.00	
1002916 B.C. LTD	024102	10/13/20	\$304.50
Invoice Description	Invoice Number	Invoice Amount	
Clean Out Beaver Dam	EQ0555	\$304.50	
AMSC INSURANCE SERVICES LTD	024103	10/13/20	\$7,520.05
Invoice Description	Invoice Number	Invoice Amount	
October Benefits	0418-40,581	\$7,520.05	

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 CHEQUE DISTRIBUTION REPORT
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Axia SuperNet Ltd.	024104	10/13/20	\$731.85
Invoice Description	Invoice Number	Invoice Amount	
Oct. Supernet Agreement 644	1000191097	\$731.85	
B & E HOME HARDWARE	024105	10/13/20	\$351.72
Invoice Description	Invoice Number	Invoice Amount	
Janitorial Supplies	101-52597	\$57.73	
Disinfect Wipes	101-53453	\$8.80	
Cldl Water Part	101-53621	\$5.97	
H.C Fire Supplies	101-53723	\$57.74	
Office Supplies	101-54093	\$17.83	
Handwinch Chute / Antifreeze	101-54638	\$203.65	
BJORKLUND, KATIE	024106	10/13/20	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
2020 Biggest Veggie Contest	092820	\$50.00	
BORDERLINE SURVEYS	024107	10/13/20	\$4,200.00
Invoice Description	Invoice Number	Invoice Amount	
Env Impact Assess Agr.#677	745	\$4,200.00	
BORGEL PETER	024108	10/13/20	\$350.00
Invoice Description	Invoice Number	Invoice Amount	
Wolf Incentive Program	091520	\$350.00	
BOSCHWICK CONTRACTING	024109	10/13/20	\$19,057.50
Invoice Description	Invoice Number	Invoice Amount	
Bear Canyon GB 09	SI-301	\$19,057.50	
BRAUN JOHAN	024110	10/13/20	\$150.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	71274-092820	\$150.00	
CAL-R CONTRACTING LTD.	024111	10/13/20	\$7,397.25
Invoice Description	Invoice Number	Invoice Amount	
Div 2 & 3 Rd Repairs	12111	\$1,044.75	
Rd. Maint & Equipment Haul	12112	\$1,501.50	
Div 3 Rd. Repair	12113	\$1,496.25	
Div 2 Rd Repair	12114	\$840.00	
Div 2 Rd. Repair	12116	\$840.00	
Div 2 Centerline Install	12117	\$729.75	
Rd. Repair Div 2 & 3	12118	\$945.00	
CARLSTAD EMMA	024112	10/13/20	\$3,000.00
Invoice Description	Invoice Number	Invoice Amount	

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Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Continuing Education	091420		\$3,000.00
CHAYKOWSKI TAYLOR	024113	10/13/20	\$3,000.00
Invoice Description	Invoice Number	Invoice Amount	
Continuing Education	092320		\$3,000.00
CLAY JODY	024114	10/13/20	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
2020 Biggest Veggie Contest	092820		\$50.00
CLEAR HILLS WASTE MANAGEMENT	024115	10/13/20	\$9,673.13
Invoice Description	Invoice Number	Invoice Amount	
Garbage Haul/Worsley Hamlet	064		\$210.00
Transfer Station Contractor	065		\$9,463.13
CLEARDALE TRANSPORT	024116	10/13/20	\$18,159.75
Invoice Description	Invoice Number	Invoice Amount	
Worsley GB01	6109477		\$10,032.75
Cleardale GB07	6109478		\$8,127.00
CLEARTECH INDUSTRIES INC.	024117	10/13/20	\$3,473.05
Invoice Description	Invoice Number	Invoice Amount	
Chemical Freight & Containers	847579		\$4,427.17
CONRAD, BARB	024118	10/13/20	\$16,000.00
Invoice Description	Invoice Number	Invoice Amount	
Land Aquisition	092920		\$16,000.00
CUSTOM COMMUNICATIONS & SECURI	024119	10/13/20	\$21.00
Invoice Description	Invoice Number	Invoice Amount	
Security System Update	105117		\$21.00
DALLAS BJORNSON	024120	10/13/20	\$3,000.00
Invoice Description	Invoice Number	Invoice Amount	
Continuing Education	092320		\$3,000.00
DERKSEN HERMAN	024121	10/13/20	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	71015-081720		\$100.00
DHL	024122	10/13/20	\$211.89
Invoice Description	Invoice Number	Invoice Amount	
Water Samp/Hyd. Vavle Shipping	9101362		\$163.23
Water Samp. Shipping	9111690		\$48.66

Clear Hills County
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Vendor Name	Cheque Number	Cheque Date	Cheque Amount
DUNVEGAN FAB & WELDING (2018)	024123	10/13/20	\$2,198.08
Invoice Description	Invoice Number	Invoice Amount	
Beaver Cone R&M	42996	\$455.10	
Beaver Cones	42898	\$1,742.98	
EDMUNDS, HARVEY	024124	10/13/20	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
2020 Biggest Veggie Contest	092820	\$50.00	
FEHR JOHN	024125	10/13/20	\$260.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	71185-091720	\$260.00	
FEHR TIRECRAFT LTD.	024126	10/13/20	\$141.75
Invoice Description	Invoice Number	Invoice Amount	
Unit 65-55 R&M	24790	\$141.75	
GLOBAL FLEET INFORMATION	024127	10/13/20	\$546.00
Invoice Description	Invoice Number	Invoice Amount	
Sept GFI Monthly Fees	102591	\$546.00	
GODBERSON SHAYE	024128	10/13/20	\$3,000.00
Invoice Description	Invoice Number	Invoice Amount	
Continuing Education	092320	\$3,000.00	
GOVERNMENT FINANCE OFFICERS AS	024129	10/13/20	\$337.05
Invoice Description	Invoice Number	Invoice Amount	
CSM GFOA Membership	9788	\$76.65	
Council Webinar	13215	\$183.75	
Council Membership	13212	\$76.65	
GOVERNMENT OF ALBERTA	024130	10/13/20	\$2,999.50
Invoice Description	Invoice Number	Invoice Amount	
Annual Rent Fee SML 970069	0005043482	\$1,666.00	
Annual Rent Fee DML 3089	0005043479	\$52.50	
Annual Rent Fee SML 970068	0005043236	\$910.00	
Annual Rent Fee SML 970081	0005043090	\$371.00	
GOVERNMENT OF ALBERTA	024131	10/13/20	\$2,836.05
Invoice Description	Invoice Number	Invoice Amount	
Wetland Replacement Fee	091720	\$2,836.05	

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Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
GREGG DISTRIBUTORS CO. LTD(FAI	024132	10/13/20	\$48.75
=====			
Invoice Description	Invoice Number	Invoice Amount	
Beaver Cones Parts	036-298310	\$48.75	
=====			
GRIMSHAW GRAVEL SALES	024133	10/13/20	\$36,498.38
=====			
Invoice Description	Invoice Number	Invoice Amount	
Purchased For Ann. Gravel Haul	20249	\$33,585.68	
Gravel Rd. Repair Div 2	20600	\$2,912.70	
=====			
H & G MASON HOLDINGS	024134	10/13/20	\$6,509.47
=====			
Invoice Description	Invoice Number	Invoice Amount	
Hauling/Loading Fill Dirt	5467	\$884.10	
Hauling & Loading Fill Dirt	5463	\$2,394.00	
Hauling/Loading Fill Dirt	5464	\$1,441.12	
Haul / Load Fill Dirt	5465	\$876.75	
Hauling/Loading Fill Dirt	5466	\$913.50	
=====			
HITECH BUSINESS SYSTEMS LTD.	024135	10/13/20	\$538.31
=====			
Invoice Description	Invoice Number	Invoice Amount	
Copier Agreement	1589195	\$538.31	
=====			
JLD ENTERPRISE	024136	10/13/20	\$11,592.00
=====			
Invoice Description	Invoice Number	Invoice Amount	
Eureka River GB13	103	\$11,592.00	
=====			
KAMPHUIS MELISSA	024137	10/13/20	\$50.00
=====			
Invoice Description	Invoice Number	Invoice Amount	
2020 Biggest Veggie Contest	092820	\$50.00	
=====			
KUBOTA COUNTRY	024138	10/13/20	\$1,863.78
=====			
Invoice Description	Invoice Number	Invoice Amount	
Unit 63-14 Blades	2141P	\$1,863.78	
=====			
LEWIS SAFFRON	024139	10/13/20	\$3,000.00
=====			
Invoice Description	Invoice Number	Invoice Amount	
Continuing Education	091420	\$3,000.00	
=====			
LUKA, JOE & MARY	024140	10/13/20	\$50.00
=====			
Invoice Description	Invoice Number	Invoice Amount	
2020 Biggest Veggie Contest	092820	\$50.00	
=====			
LUND MYKENZI	024141	10/13/20	\$3,000.00
=====			
Invoice Description	Invoice Number	Invoice Amount	

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Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Continuing Education 2020-02	092820		\$3,000.00
M.D. OF GREENVIEW	024142	10/13/20	\$225.00
Invoice Description	Invoice Number	Invoice Amount	
2020 Regional ASB Conf. Reg.	091520	\$225.00	
MACKENZIE MUNICIPAL SERVICES A 024143	10/13/20	\$25.78	
Invoice Description	Invoice Number	Invoice Amount	
PRSD Annual AGM	PRSDAB 030-20	\$25.78	
MAD DOG CRESTING	024144	10/13/20	\$793.80
Invoice Description	Invoice Number	Invoice Amount	
Coveralls HC Fire.	39277	\$264.60	
Coveralls HC Fire	37778	\$264.60	
Coveralls HC Fire	38103	\$264.60	
Maverick Livestock Company Ltd 024145	10/13/20	\$100.00	
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	71187-091620	\$100.00	
MCLARTY, BRETT	024146	10/13/20	\$350.00
Invoice Description	Invoice Number	Invoice Amount	
Wolf Hunt Incentive	092820	\$350.00	
METRIX GROUP LLP	024147	10/13/20	\$1,575.00
Invoice Description	Invoice Number	Invoice Amount	
2019 YE Audit	082720	\$1,575.00	
NORTH PEACE GAS COOP LTD.	024148	10/13/20	\$323.91
Invoice Description	Invoice Number	Invoice Amount	
WWTP Heat	756983	\$108.75	
BCWP Heat	757016	\$42.91	
Cldl WTP Heat	758400	\$99.77	
Cldl Reg. Water Pumphouse Heat	758593	\$72.48	
PETERS GEORGE	024149	10/13/20	\$260.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	71231-092120	\$260.00	
PETERS IKE	024150	10/13/20	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	71144-090420	\$50.00	

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Vendor Name	Cheque Number	Cheque Date	Cheque Amount
PHAIR NICHOLE	024151	10/13/20	\$300.00
Invoice Description	Invoice Number	Invoice Amount	
2020 Biggest Veggie Contest	092820	\$300.00	
POSTMEDIA	024152	10/13/20	\$2,451.88
Invoice Description	Invoice Number	Invoice Amount	
Various Ads	411127	\$1,538.38	
Various Ads	409451	\$548.10	
Prop. 2020 - P03 P04 Ads	408047	\$365.40	
PRAIRIE DISPOSAL LTD.	024153	10/13/20	\$4,914.00
Invoice Description	Invoice Number	Invoice Amount	
Recycle Bin Maint.	0000527377	\$4,914.00	
RELIANCE ASSESSMENT CONSULTANT	024154	10/13/20	\$6,835.50
Invoice Description	Invoice Number	Invoice Amount	
Oct Assessment Services	60	\$6,835.50	
REYNOLDS' PLUMBING & HEATING	024155	10/13/20	\$621.96
Invoice Description	Invoice Number	Invoice Amount	
Repaired Leaking Toilet	8536	\$621.96	
RICHARDSON, DOUG	024156	10/13/20	\$200.00
Invoice Description	Invoice Number	Invoice Amount	
2020 Biggest Veggie Contest	092820	\$200.00	
RJS FARMS LTD.	024157	10/13/20	\$400.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	70363-062920	\$400.00	
RMA FUEL LTD.	024158	10/13/20	\$11,211.80
Invoice Description	Invoice Number	Invoice Amount	
RMA Fuel	PF-8576-86481	\$10,560.91	
Mower Oil	PF-8487-85717	\$62.22	
Mower & Tractor Oil & DEP	PF-8525-86112	\$240.73	
DEF & Oil	PF-8540-86207	\$214.66	
Oil & Grease	PF-8556-86346	\$133.28	
ROADATA SERVICES LTD	024159	10/13/20	\$197.93
Invoice Description	Invoice Number	Invoice Amount	
Permitting Services	00074580	\$197.93	

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Vendor Name	Cheque Number	Cheque Date	Cheque Amount
ROAMING TRANSPORT	024160	10/13/20	\$10,429.65
Invoice Description	Invoice Number	Invoice Amount	
Hines Creek GB14	0208	\$8,870.40	
Rd Repair Div 6	0209	\$1,559.25	
ROSS MACKAY	024161	10/13/20	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
2020 Biggest Veggie Contest	092820	\$50.00	
ROSSWORM LEILA	024162	10/13/20	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
2020 Biggest Veggie Contest	092820	\$50.00	
RUECKER, KAYLEE	024163	10/13/20	\$3,000.00
Invoice Description	Invoice Number	Invoice Amount	
Continuing Education	092320	\$3,000.00	
SCANALTA POWER SALES LTD.	024164	10/13/20	\$77.23
Invoice Description	Invoice Number	Invoice Amount	
Repair Whitelaw Trailer Pump	026165	\$77.23	
SGS CANADA INC.	024165	10/13/20	\$4,557.00
Invoice Description	Invoice Number	Invoice Amount	
Club Root Soil Testing	529010295	\$3,087.00	
Club Root Soil Testing	529010379	\$1,470.00	
SIDOR DARIAN	024166	10/13/20	\$3,000.00
Invoice Description	Invoice Number	Invoice Amount	
Continuing Education CES-2020-09	091420	\$3,000.00	
SPECK ALBERT	024167	10/13/20	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
2020 Biggest Veggie Contest	092820	\$50.00	
TRINUS TECHNOLOGIES INC.	024168	10/13/20	\$4,044.97
Invoice Description	Invoice Number	Invoice Amount	
Oct. Service Agreement #57	R57020-28978	\$4,044.97	
WAUGHTAL LORETTA	024169	10/13/20	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
2019 Biggest Veggie Contest	010120	\$50.00	
2020 Biggest Veggie Contest	092820	\$50.00	

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Vendor Name	Cheque Number	Cheque Date	Cheque Amount
WESTERN STAR & FREIGHTLINER TR	024170	10/13/20	\$685.65
Invoice Description	Invoice Number	Invoice Amount	
Unit 1804 R&M / Parts	002035565	\$685.65	
WOLFE, CORNY	024171	10/13/20	\$350.00
Invoice Description	Invoice Number	Invoice Amount	
Wolf Hunt Incentive	092220	\$350.00	
WORSLEY GRAVEL SUPPLY LTD.	024172	10/13/20	\$4,478.25
Invoice Description	Invoice Number	Invoice Amount	
Truck & Loader Hrs	6261	\$1,361.85	
Loader / Truck Hours	6337	\$1,780.80	
Loader / Truck Hours	6348	\$1,335.60	
WSP	024173	10/13/20	\$13,424.48
Invoice Description	Invoice Number	Invoice Amount	
Eng.Tender2019-09&Carters Camp	0950500	\$13,424.48	
ZACHARIAS LEAH	024174	10/13/20	\$3,000.00
Invoice Description	Invoice Number	Invoice Amount	
Continuing Education	092420	\$3,000.00	
ZACHARIAS RACHEL	024175	10/13/20	\$3,000.00
Invoice Description	Invoice Number	Invoice Amount	
Continuing Education	092420	\$3,000.00	
ZAVISHA GRACE	024176	10/13/20	\$150.00
Invoice Description	Invoice Number	Invoice Amount	
2020 Biggest Veggie	092820	\$150.00	
Report Total		1,030,432.02	

Ranges:	From:	To:	From:	To:
Cheque Number	First	Last	Cheque Date	9/09/20 10/13/20
Vendor ID	First	Last	Chequebook ID	First Last
Vendor Name	First	Last		

Sorted By: Cheque Number

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
024052	ADVENTURE01	ADVENTURE AUTOMOTIVE LTD	9/22/20	ATB	PMCHQ00001151	\$980.44
024053	AXIA01	Axia SuperNet Ltd.	9/22/20	ATB	PMCHQ00001151	\$746.49
024054	B&EHOME01	B & E HOME HARDWARE	9/22/20	ATB	PMCHQ00001151	\$1,116.71
024055	BJORNSONR	BJORNSON RICK	9/22/20	ATB	PMCHQ00001151	\$350.00
024056	BROWNLEE01	BROWNLEE LLP	9/22/20	ATB	PMCHQ00001151	\$315.00
024057	BUBBLEUP01	BUBBLE UP MARKETING	9/22/20	ATB	PMCHQ00001151	\$850.50
024058	CALR01	CAL-R CONTRACTING LTD.	9/22/20	ATB	PMCHQ00001151	\$8,701.87
024059	CLEARHILLSW	CLEAR HILLS WASTE MANAGEMENT	9/22/20	ATB	PMCHQ00001151	\$9,463.13
024060	CLEARDALE01	CLEARDALE TRANSPORT	9/22/20	ATB	PMCHQ00001151	\$10,935.75
024061	COXGERALD01	GERALD COX	9/22/20	ATB	PMCHQ00001151	\$5,775.00
024062	FRYKAS01	DAVE FRYKAS	9/22/20	ATB	PMCHQ00001151	\$3,750.00
024063	DCA01	DCA PRINTING	9/22/20	ATB	PMCHQ00001151	\$2,524.19
024064	FCSS01	FCSSAA	9/22/20	ATB	PMCHQ00001151	\$578.00
024065	FOSTER06	PAT FOSTER	9/22/20	ATB	PMCHQ00001151	\$435.93
024066	GOVERNMENT02	GOVERNMENT OF ALBERTA	9/22/20	ATB	PMCHQ00001151	\$287.00
024067	GREGG01	GREGG DISTRIBUTORS CO. LTD.	9/22/20	ATB	PMCHQ00001151	\$1,549.70
024068	GRIMSHAW02	GRIMSHAW GRAVEL SALES	9/22/20	ATB	PMCHQ00001151	\$712.01
024069	H&GMASON01	H & G MASON HOLDINGS	9/22/20	ATB	PMCHQ00001151	\$4,266.15
024070	HARCOURT01	BRIAN HARCOURT	9/22/20	ATB	PMCHQ00001151	\$52.20
024071	HILLVIEW	HILLVIEW FAB & WELDING	9/22/20	ATB	PMCHQ00001151	\$472.50
024072	HCHIGH01	HINES CREEK COMPOSITE SCHOOL	9/22/20	ATB	PMCHQ00001151	\$50.00
024073	HCPARTMART01	HINES CREEK PART MART	9/22/20	ATB	PMCHQ00001151	\$277.51
024074	JANZENT	JANZEN THOMAS	9/22/20	ATB	PMCHQ00001151	\$50.00
024075	JANZENG	GERHARD JANZEN	9/22/20	ATB	PMCHQ00001151	\$150.00
024076	JLD	JLD ENTERPRISE	9/22/20	ATB	PMCHQ00001151	\$5,355.00
024077	LANDRY	CHRIS LANDRY	9/22/20	ATB	PMCHQ00001151	\$3,000.00
024078	LEDCOR01	LEDCOR HIGHWAYS LTD.	9/22/20	ATB	PMCHQ00001151	\$519,146.32
024079	THIESSEN02	LORNE THIESSEN	9/22/20	ATB	PMCHQ00001151	\$350.00
024080	LUNDJ	JEANNETTE LUND	9/22/20	ATB	PMCHQ00001151	\$100.00
024081	MACKENZIE01	MACKENZIE MUNICIPAL	9/22/20	ATB	PMCHQ00001151	\$100.00
024082	MEININGR	ROSA MEI NING	9/22/20	ATB	PMCHQ00001151	\$50.00
024083	NIKKA01	NIKKA SERVICES	9/22/20	ATB	PMCHQ00001151	\$5.25
024084	NPHOUSE01	NORTH PEACE HOUSING FOUNDATION	9/22/20	ATB	PMCHQ00001151	\$127,884.50
024085	PARTLINE	PARTLINE PLUS	9/22/20	ATB	PMCHQ00001151	\$90.35
024086	PETERS03	IKE PETERS	9/22/20	ATB	PMCHQ00001151	\$50.00
024087	SUNMEDIA	POSTMEDIA NETWORK INC.	9/22/20	ATB	PMCHQ00001151	\$3,258.49
024088	PRAIRIE03	PRAIRIE DISPOSAL LTD.	9/22/20	ATB	PMCHQ00001151	\$6,548.08
024089	RELIANCE	RELIANCE ASSESSMENT	9/22/20	ATB	PMCHQ00001151	\$6,835.50
024090	ROADATA	ROADATA SERVICES LTD	9/22/20	ATB	PMCHQ00001151	\$243.60
024091	ROAMING	ROAMING TRANSPORT	9/22/20	ATB	PMCHQ00001151	\$6,316.80
024092	RUCO01	RUCO ENTERPRISES LTD.	9/22/20	ATB	PMCHQ00001151	\$1,417.50
024093	SHEWCHUK01	SHEWCHUK, GERALD	9/22/20	ATB	PMCHQ00001151	\$1,039.50
024094	SVEDERUS02	LEE SVEDERUS	9/22/20	ATB	PMCHQ00001151	\$50.00
024095	TIGER01	TIGER CALCIUM SERVICES INC.	9/22/20	ATB	PMCHQ00001151	\$14,951.74
024096	UFA01	UNITED FARMERS OF ALBERTA	9/22/20	ATB	PMCHQ00001151	\$445.52
024097	WOLFE08	JACOB & JUDY WOLFE	9/22/20	ATB	PMCHQ00001151	\$699.04
024098	WGATEWAY	WORSLEY GATEWAY INN	9/22/20	ATB	PMCHQ00001151	\$997.98
024099	WGENERAL01	4D HOLDINGS LTD.	9/22/20	ATB	PMCHQ00001151	\$45.69
024100	WOGRO1	WORSLEY GRAVEL SUPPLY LTD.	9/22/20	ATB	PMCHQ00001151	\$22,556.48
024101	WWATERSERV01	WORSLEY WATER SERVICE	9/22/20	ATB	PMCHQ00001151	\$900.00
024102	1002916	1002916 B.C. LTD	10/13/20	ATB	PMCHQ00001152	\$304.50
024103	AMSC05	AMSC INSURANCE SERVICES LTD	10/13/20	ATB	PMCHQ00001152	\$7,520.05
024104	AXIA01	Axia SuperNet Ltd.	10/13/20	ATB	PMCHQ00001152	\$731.85
024105	B&EHOME01	B & E HOME HARDWARE	10/13/20	ATB	PMCHQ00001152	\$351.72
024106	BJORKLUNDKA	KATIE BJORKLUND	10/13/20	ATB	PMCHQ00001152	\$50.00
024107	BORDERLINE	BORDERLINE SURVEYS	10/13/20	ATB	PMCHQ00001152	\$4,200.00

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
024108	BORGEL01	PETER BORGEL	10/13/20	ATB	PMCHQ00001152	\$350.00
024109	BOSCHWICK01	BOSCHWICK CONTRACTING	10/13/20	ATB	PMCHQ00001152	\$19,057.50
024110	BRAUNJ01	JOHAN BRAUN	10/13/20	ATB	PMCHQ00001152	\$150.00
024111	CALR01	CAL-R CONTRACTING LTD.	10/13/20	ATB	PMCHQ00001152	\$7,397.25
024112	CARLSTADE	CARLSTAD EMMA	10/13/20	ATB	PMCHQ00001152	\$3,000.00
024113	CHAYKOWSKI05	CHAYKOWSKI	10/13/20	ATB	PMCHQ00001152	\$3,000.00
024114	CLAY02	JODY CLAY	10/13/20	ATB	PMCHQ00001152	\$50.00
024115	CLEARHILLSW	CLEAR HILLS WASTE MANAGEMENT	10/13/20	ATB	PMCHQ00001152	\$9,673.13
024116	CLEARDALE01	CLEARDALE TRANSPORT	10/13/20	ATB	PMCHQ00001152	\$18,159.75
024117	CLEARTECH01	CLEARTECH INDUSTRIES INC.	10/13/20	ATB	PMCHQ00001152	\$3,473.05
024118	CONRAD08	BARB CONRAD	10/13/20	ATB	PMCHQ00001152	\$16,000.00
024119	CUCO06	CUSTOM COMMUNICATIONS & SECURI	10/13/20	ATB	PMCHQ00001152	\$21.00
024120	BJORNSOND	DALLAS BJORNSON	10/13/20	ATB	PMCHQ00001152	\$3,000.00
024121	DERKSEN01	HERMAN DERKSEN	10/13/20	ATB	PMCHQ00001152	\$100.00
024122	DHL01	LOOMIS EXPRESS, A DIV. OF TFI	10/13/20	ATB	PMCHQ00001152	\$211.89
024123	DUNVEGAN03	DUNVEGAN FAB & WELDING (2018)	10/13/20	ATB	PMCHQ00001152	\$2,198.08
024124	EDMUNDS01	HARVEY EDMUNDS	10/13/20	ATB	PMCHQ00001152	\$50.00
024125	FEHR13	JOHN CARL FEHR	10/13/20	ATB	PMCHQ00001152	\$260.00
024126	FEHR14	FEHR TIRECRAFT LTD.	10/13/20	ATB	PMCHQ00001152	\$141.75
024127	GFI01	GLOBAL FLEET INFORMATION SYSTE	10/13/20	ATB	PMCHQ00001152	\$546.00
024128	GODBERSON02	SHAYE GODBERSON	10/13/20	ATB	PMCHQ00001152	\$3,000.00
024129	GFOA01	GOVERNMENT FINANCE OFFICERS AS	10/13/20	ATB	PMCHQ00001152	\$337.05
024130	GOVERNMENT02	GOVERNMENT OF ALBERTA	10/13/20	ATB	PMCHQ00001152	\$2,999.50
024131	GOVERNMENT02	GOVERNMENT OF ALBERTA	10/13/20	ATB	PMCHQ00001152	\$2,836.05
024132	GREGG01	GREGG DISTRIBUTORS CO. LTD.	10/13/20	ATB	PMCHQ00001152	\$48.75
024133	GRIMSHAW02	GRIMSHAW GRAVEL SALES	10/13/20	ATB	PMCHQ00001152	\$36,498.38
024134	H&GMASON01	H & G MASON HOLDINGS	10/13/20	ATB	PMCHQ00001152	\$6,509.47
024135	HITECH01	HITECH BUSINESS SYSTEMS LTD.	10/13/20	ATB	PMCHQ00001152	\$538.31
024136	JLD	JLD ENTERPRISE	10/13/20	ATB	PMCHQ00001152	\$11,592.00
024137	KAMPHUIS01	MELISSA KAMPHUIS	10/13/20	ATB	PMCHQ00001152	\$50.00
024138	KUBOTA	KUBOTA COUNTRY	10/13/20	ATB	PMCHQ00001152	\$1,863.78
024139	LEWIS05	LEWIS SAFFRON	10/13/20	ATB	PMCHQ00001152	\$3,000.00
024140	LUKAJ&M	LUKA, JOE & MARY	10/13/20	ATB	PMCHQ00001152	\$50.00
024141	LUNDM	LUND MYKENZI	10/13/20	ATB	PMCHQ00001152	\$3,000.00
024142	MDGREENVIEW01	ASB CONFERENCE 2018	10/13/20	ATB	PMCHQ00001152	\$225.00
024143	MACKENZIE01	MACKENZIE MUNICIPAL	10/13/20	ATB	PMCHQ00001152	\$25.78
024144	MADDOG01	MAD DOG CRESTING	10/13/20	ATB	PMCHQ00001152	\$793.80
024145	MAVERICK02	Maverick Livestock Company Ltd	10/13/20	ATB	PMCHQ00001152	\$100.00
024146	MCLARTY	BRETT MCLARTY	10/13/20	ATB	PMCHQ00001152	\$350.00
024147	METRIXGROUP01	METRIX GROUP LLP	10/13/20	ATB	PMCHQ00001152	\$1,575.00
024148	NPGAS01	NORTH PEACE GAS COOP LTD.	10/13/20	ATB	PMCHQ00001152	\$323.91
024149	PETERS28	PETERS GEORGE	10/13/20	ATB	PMCHQ00001152	\$260.00
024150	PETERS03	IKE PETERS	10/13/20	ATB	PMCHQ00001152	\$50.00
024151	PHAIR01	NICHOLE PHAIR	10/13/20	ATB	PMCHQ00001152	\$300.00
024152	SUNMEDIA	POSTMEDIA NETWORK INC.	10/13/20	ATB	PMCHQ00001152	\$2,451.88
024153	PRAIRIE03	PRAIRIE DISPOSAL LTD.	10/13/20	ATB	PMCHQ00001152	\$4,914.00
024154	RELANCE	RELANCE ASSESSMENT	10/13/20	ATB	PMCHQ00001152	\$6,835.50
024155	REYNOLDS01	REYNOLDS' PLUMBING & HEATING	10/13/20	ATB	PMCHQ00001152	\$621.96
024156	RICHARDSON01	DOUG RICHARDSON	10/13/20	ATB	PMCHQ00001152	\$200.00
024157	RJSFARMS	RJS FARMS LTD.	10/13/20	ATB	PMCHQ00001152	\$400.00
024158	RMAFUEL	RMA FUEL LTD.	10/13/20	ATB	PMCHQ00001152	\$11,211.80
024159	ROADATA	ROADATA SERVICES LTD	10/13/20	ATB	PMCHQ00001152	\$197.93
024160	ROAMING	ROAMING TRANSPORT	10/13/20	ATB	PMCHQ00001152	\$10,429.65
024161	ROSS01	MACKAY ROSS	10/13/20	ATB	PMCHQ00001152	\$50.00
024162	ROSSWORM05	ROSSWORM LEILA	10/13/20	ATB	PMCHQ00001152	\$50.00
024163	RUECKERK	KAYLEE RUECKER	10/13/20	ATB	PMCHQ00001152	\$3,000.00
024164	SCANALTA01	SCANALTA POWER SALES LTD.	10/13/20	ATB	PMCHQ00001152	\$77.23
024165	SGS	SGS CANADA INC.	10/13/20	ATB	PMCHQ00001152	\$4,557.00
024166	SIDOR01	SIDOR DARIAN	10/13/20	ATB	PMCHQ00001152	\$3,000.00
024167	SPAL06	ALBERT SPECK	10/13/20	ATB	PMCHQ00001152	\$50.00
024168	TRINUS01	TRINUS TECHNOLOGIES INC.	10/13/20	ATB	PMCHQ00001152	\$4,044.97
024169	WAUGHTAL	LORETTA WAUGHTAL	10/13/20	ATB	PMCHQ00001152	\$100.00
024170	WESTERNSTAR01	WESTERN STAR & FREIGHTLINER TR	10/13/20	ATB	PMCHQ00001152	\$685.65

System: 10/07/20 11:42:02 AM
User Date: 10/07/20

Clear Hills County
VENDOR CHEQUE REGISTER REPORT
Payables Management

Page: 3
User ID: Sharon

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
024171	WOLFE05	CORNY WOLFE	10/13/20	ATB	PMCHQ00001152	\$350.00
024172	WOGRO1	WORSLEY GRAVEL SUPPLY LTD.	10/13/20	ATB	PMCHQ00001152	\$4,478.25
024173	WSP01	WSP CANADA INC.	10/13/20	ATB	PMCHQ00001152	\$13,424.48
024174	ZACHARIAS37	ZACHARIAS LEAH	10/13/20	ATB	PMCHQ00001152	\$3,000.00
024175	ZACHARIAS38	ZACHARIAS RACHEL	10/13/20	ATB	PMCHQ00001152	\$3,000.00
024176	ZAVISHAG	ZAVISHA GRACE	10/13/20	ATB	PMCHQ00001152	\$150.00
Total Cheques: 125						Total Amount of Cheques: \$1,030,432.02
						=====

ATB MASTER CARD DETAILS

SALE DATE	PLACE OF PURCHASE	DESCRIPTION
21-Aug-20	5H Manufacturing	Bale Scale Unit - CDM
02-Sep-20	Northern Doors	Electric Gate Roller - CDM
19-Aug-20	Canada Post	Assesment Model Mailout - EA
19-Aug-20	Kimberly's Blooms	Staff Funded Purchase - CSM
9/03/20	ATB Mastercard	Annual Fee



ATB

CLEAR HILLS COUNTY *
Account Number:
Alberta BusinessCard

MONTHLY STATEMENT
AUG 08 to SEP 04, 2020

We'd like to help you:

atb.com

1-888-282-5678

YOUR ACCOUNT SUMMARY

Statement date: September 04, 2020

PREVIOUS CHARGES AND PAYMENTS

Your previous balance	\$3,062.37
Payments made from Aug 08 to Sep 04 - Thank you	-\$3,062.37
Credits	\$0.00
Total payments and credits	-\$3,062.37

NEW CHARGES

Purchases and returns	\$671.53
Cash advances and Mastercard cheques	\$0.00
Fees and adjustments	\$100.00
Interest charges	\$0.00
Total new charges	\$771.53
Your new balance	\$771.53

RECEIVED

SEP 17 2020

CLEAR HILLS COUNTY

MINIMUM PAYMENT AND CREDIT LIMIT

Minimum payment due	\$24.00	Your credit limit	\$60,000.00
Payment due date	September 25, 2020	Available credit on Sep 04	\$59,228.47

Page 1 of 4

ATB Financial



Payment Slip

If you're paying by mail, please send this remittance slip with your cheque to:

☒ ATB Financial Mastercard
P.O. Box 21063
Calgary, AB T2P 4H5

Account number:

Your new balance: **\$771.53**

Minimum payment due: **\$24.00**

Payment due date: **September 25, 2020**

Amount enclosed: \$

PFDATFXH 000899
CLEAR HILLS COUNTY *
PO BOX 240
WORSLEY AB T0H 3W0

13408 9007

000000 2 35 96

PAYMENTS AND CREDITS

Any payments you made that we received after September 04, 2020 will appear on your next statement.

Date Posted	Description	Amount (\$)
Aug 28	AUTOMATIC PAYMENT-THANKS	-3,062.37
Total payments and credits		-\$3,062.37

! \$771.53 will be debited from your account and credited as your automatic payment on Sep 25, 2020.

PURCHASES AND RETURNS

Date Charged	Date Posted	Description	Amount (\$)
Aug 21	Aug 21	5H MANUFACTURING LTD TROCHU AB	225.31
Sep 02	Sep 02	NORTHERN DOORS (WESTER GRANDE PRAIRIE) AB	147.00
Total for			\$372.31

Date Charged	Date Posted	Description	Amount (\$)
Aug 19	Aug 19	CPC / SCP 577944 WORSLEY AB	194.22
Total for			\$194.22

Date Charged	Date Posted	Description	Amount (\$)
Aug 19	Aug 19	KIMBERLY'S BLOOMS & GI FAIRVIEW AB	105.00
Total for			\$105.00
Total purchases and returns			\$671.53

FEES AND ADJUSTMENTS

Date Posted	Description	Amount (\$)
Sep 03	ANNUAL FEE	65.00

(continued on next page)

Page 2 of 4

Making payments

You can make your payment by:

- Autopay (**pre-authorized debit**)
- **ABM**
- **Telephone** banking
- **Internet** banking
- **Mail**, to the address alongside
- at any **ATB branch**.

! Please allow enough time for your payment to reach us by the due date.

Mail your payments and enquiries to:

ATB Financial Mastercard
P.O. Box 21063
Calgary, AB T2P 4H5



ATB

MONTHLY STATEMENT
AUG 08 to SEP 04, 2020

CLEAR HILLS COUNTY #

Account Number: _____
Alberta BusinessCard

FEES AND ADJUSTMENTS (continued)

Date Posted	Description	Amount (\$)
Sep 03	ANNUAL FEE	35.00
Total fees and adjustments		\$100.00

INTEREST CHARGES

Balance Type	Interest Charged (\$)	Annual Interest Rate (%)
Purchases	0.00	4.45 (v)
Cash advances and Mastercard cheques	0.00	4.45 (v)
Total interest charges	\$0.00	

(v) - Variable (f) - Fixed

FOR YOUR BUDGETING - HOW YOU USED YOUR
CREDIT CARD(S)

Category	Spent This Period (\$)
Dining and entertainment	0.00
Grocery	0.00
Professional services	0.00
Retail stores	105.00
Utilities	0.00
Home improvement and maintenance	147.00
Travel and lodging	0.00
Vehicle expenses (fuel, repair)	0.00
Business services	419.53
Miscellaneous	0.00
Sub-total (purchases and returns)	\$671.53
Cash advances and Mastercard cheques	\$0.00
Grand total	\$671.53

Other items for your attention

Here is a summary of key terms and conditions of your card account that appear on your statement. For the complete terms and conditions for your account, please refer to your ATB Financial BusinessCard® Mastercard Cardholder Agreement.

Find an error?

Review your statement carefully. If you find an error, give us a call or drop by a branch. We'll work with you to resolve it.

Interest-free grace period

If you pay your new balance in full by the payment due date on this statement, including any promotional balance transfers, we will not charge you interest on any new purchases or fees that are appearing on your statement for the first time. If you do not pay the new balance in full by the due date, we will charge interest on all purchases and fees starting on the date they were posted to your account until we receive payment in full. There is no interest-free grace period for cash advances (including balance transfers, money orders, traveler's cheques, wire transfers and gambling transactions) and cheques, or their associated fees. For these items, interest is always charged from the date the transaction is posted to your account until we receive payment in full.

For details on how we apply payments, refer to the "Payments and Application of Payments" section of your Cardholder Agreement.

Paying off your new balance

The estimate provided on page one that shows how long it will take to pay off your new balance is based on:

- The new balance listed in this statement
- The assumption that you will make each payment on or before the payment due date
- The assumption that current interest rates (including any Promotional Rates) remain the same

Missed payments

You are required to make a minimum monthly payment by the payment due date shown on your statement. Missing payments (which includes not paying at least the minimum payment due by the payment due date) will affect your interest rates as outlined:

- If you miss any payment, you will lose the benefit of any Promotional Rate offer in which you are participating and your Standard Rates as shown in the "Interest Charges" section on this statement will apply immediately.




Foreign currency transactions

Your foreign currency transaction shown on your statement is converted to Canadian Dollars using Mastercard International's conversion rate established at the time the transaction was presented to them, and includes a currency conversion fee of 2.9% charged by ATB. Please note that since the fee is included in the transaction amount calculation, it will not show in the Fees and Adjustments section of your statement.

Autopay is fast and convenient

Pay your bill using our convenient pre-authorized Autopay Service. Call us at 1-888-282-5678 to sign up today.

What our icons mean

-  Special Offers to reward you for being an ATB Mastercard customer.
-  Useful tips to help you save money or how to take advantage of benefits associated with your card.
-  Important information that you need to be aware of and action may be required from you.

How to contact us

Statement and account enquiries

Canada & the US: Call toll-free 1-888-282-5678

Automated Service: 1-800-224-3979

Lost and stolen cards 24 hrs/day - 7 days/week
In Canada & the USA: 1-800-247-4623

Emergency replacement cards

In Canada & the USA: 1-800-307-7309

If you are outside Canada & the USA, please call 1-314-275-6690 for all enquiries.

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Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	October 13, 2020
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Policy 1126 – Per Diem Payments
File Code:	12-02-02

DESCRIPTION:

Policy 1126 – Per Diem Payments establishes the per diem rates to reimburse Council Members and Members at Large for attending board and committee meetings.

BACKGROUND / PROPOSAL:

At the October 6, 2020 Policies & Priorities meeting the following motion was made:

P452-20(10-06-20) RESOLUTION by Councillor Frixel that this committee recommend that Council bring amended Policy 1126 Per Diem Payments to a future regular Council meeting for approval. CARRIED.

ATTACHMENTS

- Policy 1126 – Per Diem Payments showing changes
- Policy 1126 – Per Diem Payments final

RECOMMENDED ACTION:

RESOLUTION by ... that Council...

Initials show support - Reviewed by:	Manager:	CAO:
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Clear Hills County

Effective Date: **October 813, 201920**

Policy Number: **1126**

Title: **PER DIEM PAYMENT TO COUNCIL AND BOARD/COMMITTEE MEMBERS**

1. Policy Statement

1.1 Clear Hills County will establish a per diem rate to reimburse Council Members and Members at Large for attending board and committee meetings.

2. Definitions

2.1. Per Diem is the daily amount paid to a Councillor or Board Member for attending meetings of committees to which they are appointed, attending various other meetings that are specified in this policy's procedures, and attending special meetings that are duly authorized by Council.

3. Per Diems:

3.1 Per Diem will be paid ~~at the rate of \$185.00~~ to Councillors for:

3.1.1. Conducting annual evaluations of the Chief Administrative Officer at a pre-approved meeting outside of a Regular or Special Council Meeting;

3.1.3. Board/Committee workshops and conferences for appointed Board Members only when attendance is authorized/approved by the Board/Committee and approved by Council;

3.1.4. County organized and authorized road tours or project inspections within Clear Hills County boundaries.

3.1.5. Attendance at Conferences and Zone Meetings authorized by Council.

3.1.6. Meetings with/or on behalf of residents and community groups to which attendance is authorized by Council resolution (this would include open houses and public meetings).

3.2. Per diems shall be paid for items listed in Section 3.1 when travel of 50 kilometers one way is required, up to a maximum of two meetings per day.

3.3 Per diems may be changed by review of Council and supported by 2/3 majority vote.

3.4 Annual cost of living adjustments will be applied to the per diem rates.

3.5 Meeting Rates (per diems) shall be paid after the submission of a valid claim form and verified and authorized by the Chief Administrative Officer.

3.6 Councillors will not be paid a per diem for attendance at:

- political party and constituency functions
- any other function usually considered to be a social or public function including but not limited to; barbeques, parties,

grand openings, golf tournaments, ribbon cutting ceremonies, graduation invites, cheque presentations, trade shows.

- 3.7 All other Board and Committee Members shall receive a per diem at the following rates:

MEMBER	PER DIEM
Agricultural Service Board:	\$185.00
Subdivision and Development Appeal Board:	\$185.00
Council Appointed Representatives on Committees/Boards:	\$185.00
Chair of Regular or Special Council Meetings	\$225.00 listed in Schedule A of this policy.

- 3.8 Council recognizes that as part of carrying out Council business it is essential to participate in activities such as conferences. The following conferences are considered pre-approved for Council attendance and will be paid at the rate per 3.1:

a)	RMA Spring Conference	All Council
b)	RMA Fall Conference	All Council
c)	Spring & Fall RMA Zone Meetings	All Council
f)	Federation of Canadian Municipalities	All Council

3.8.1 Administration will advise Councillors of the above conferences and upon receiving the completed registration form and instruction from Councillors, Administration will submit the registration form and make other travel and accommodation arrangements as deemed necessary.

- 3.9 When a representative from Council is sent by a Board or Committee to a conference or convention on behalf of that Board or Committee, the representative is then reimbursed by that Board or Committee.

3.9.1 Councillors and Board Members shall obtain approval from their respective Board and Council prior to attending seminars, workshops, conferences and all other functions if Council is being requested to fund attendance. The Councillor or Board Member must submit a written request on the benefit that would accrue to the County.

3.9.2 Council will not authorize any per diem payments after attendance when not in accordance with 3.7.1.

- 4.0 Any per diems that have not been claimed within 60 days of the ~~time~~ month they were earned will become invalid and will not be reimbursed. i.e. A meeting attended on June 9th would need to be submitted no later than August 31st.

4. Per Diem Claims

- 4.1 All Council and Board/Committee per diem claims must be reviewed by Administration to ensure compliance with policy and shall indicate approval with the Chief Administrative Officer or designate signature. The Reeve will sign the per diem claim to indicate that they have been received.
- 4.2 The Deputy Reeve shall sign per diem claims submitted by the Reeve, to indicate it has been received, and may in the absence of the Reeve sign all other per diem claims.

5. End of Policy

ADOPTED: Resolution C061(01/26/10) Jan 26/10

AMENDED: Resolution C566(07/27/10) Jul 27/10

AMENDED: Resolution C144(02/22/11) Feb 22/11

AMENDED: Resolution C010-13(01/08/13) Jan 08/13

AMENDED: Resolution C010-14(01/14/14) Jan 14/14

AMENDED: Resolution C240-17(05/09/17) May 09/17

AMENDED: Resolution C192-18(04/10/18) April 10/18

AMENDED: Resolution C568-18(11/13/18) Nov 13/18

AMENDED: Resolution C495-19(10/08/19) Oct 8/19

AMENDED: Resolution C Oct 13/20

Schedule A To Policy 1126 – Per Diem Payment To Council and Committee Members

Member	2017	2018	2019	2020
Agricultural Service Board		<i>1.1% Cola</i>	<i>3.1% Cola</i>	<i>1.3% Cola</i>
	\$185.00	\$187.04	\$192.84	\$195.35
Subdivision and Development Appeal Board				
	\$185.00	\$187.04	\$192.84	\$195.35
Council Appointed Representatives on Committees/Boards				
	\$185.00	\$187.04	\$215.28 *	\$218.08
Chair of Regular or Special Council Meetings				
	\$225.00	\$227.48	\$261.83 *	\$265.23

*12% increase per Council motion C568-18(11-13-18) RESOLUTION by Councillor Bean that Council increase the per diem payment to Council by 12% effective January 1, 2019 to alleviate the loss incurred by Council Members from the changes to the income tax treatment of Council remuneration. 2/3 majority vote required. CARRIED.



Clear Hills County

Effective Date: **October 13, 2020**

Policy Number: **1126**

Title: **PER DIEM PAYMENT TO COUNCIL AND BOARD/COMMITTEE MEMBERS**

1. Policy Statement

1.1 Clear Hills County will establish a per diem rate to reimburse Council Members and Members at Large for attending board and committee meetings.

2. Definitions

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3.1.4. County organized and authorized road tours or project inspections within Clear Hills County boundaries.

3.1.5. Attendance at Conferences and Zone Meetings authorized by Council.

3.1.6. Meetings with/or on behalf of residents and community groups to which attendance is authorized by Council resolution (this would include open houses and public meetings).

3.2. Per diems shall be paid for items listed in Section 3.1 when travel of 50 kilometers one way is required, up to a maximum of two meetings per day.

3.3 Per diems may be changed by review of Council and supported by 2/3 majority vote.

3.4 Annual cost of living adjustments will be applied to the per diem rates.

3.5 Meeting Rates (per diems) shall be paid after the submission of a valid claim form and verified and authorized by the Chief Administrative Officer.

3.6 Councillors will not be paid a per diem for attendance at:

- political party and constituency functions
- any other function usually considered to be a social or public function including but not limited to; barbeques, parties,

grand openings, golf tournaments, ribbon cutting ceremonies, graduation invites, cheque presentations, trade shows.

3.7 All other Board and Committee Members shall receive a per diem at the rates listed in Schedule A of this policy.

3.8 Council recognizes that as part of carrying out Council business it is essential to participate in activities such as conferences. The following conferences are considered pre-approved for Council attendance and will be paid at the rate per 3.1:

a)	RMA Spring Conference	All Council
b)	RMA Fall Conference	All Council
c)	Spring & Fall RMA Zone Meetings	All Council
f)	Federation of Canadian Municipalities	All Council

3.8.1 Administration will advise Councillors of the above conferences and upon receiving the completed registration form and instruction from Councillors, Administration will submit the registration form and make other travel and accommodation arrangements as deemed necessary.

3.9 When a representative from Council is sent by a Board or Committee to a conference or convention on behalf of that Board or Committee, the representative is then reimbursed by that Board or Committee.

3.9.1 Councillors and Board Members shall obtain approval from their respective Board and Council prior to attending seminars, workshops, conferences and all other functions if Council is being requested to fund attendance. The Councillor or Board Member must submit a written request on the benefit that would accrue to the County.

3.9.2 Council will not authorize any per diem payments after attendance when not in accordance with 3.7.1.

4.0 Any per diems that have not been claimed within 60 days of the month they were earned will become invalid and will not be reimbursed. i.e. A meeting attended on June 9th would need to be submitted no later than August 31st.

4. Per Diem Claims

4.1 All Council and Board/Committee per diem claims must be reviewed by Administration to ensure compliance with policy and shall indicate

approval with the Chief Administrative Officer or designate signature. The Reeve will sign the per diem claim to indicate that they have been received.

- 4.2 The Deputy Reeve shall sign per diem claims submitted by the Reeve, to indicate it has been received, and may in the absence of the Reeve sign all other per diem claims.

5. **End of Policy**

ADOPTED: Resolution C061(01/26/10) Jan 26/10

AMENDED: Resolution C566(07/27/10) Jul 27/10

AMENDED: Resolution C144(02/22/11) Feb 22/11

AMENDED: Resolution C010-13(01/08/13) Jan 08/13

AMENDED: Resolution C010-14(01/14/14) Jan 14/14

AMENDED: Resolution C240-17(05/09/17) May 09/17

AMENDED: Resolution C192-18(04/10/18) April 10/18

AMENDED: Resolution C568-18(11/13/18) Nov 13/18

AMENDED: Resolution C495-19(10/08/19) Oct 8/19

AMENDED: Resolution C Oct 13/20

Schedule A To Policy 1126 – Per Diem Payment To Council and Committee Members

Member	2017	2018	2019	2020
Agricultural Service Board		<i>1.1% Cola</i>	<i>3.1% Cola</i>	<i>1.3% Cola</i>
	\$185.00	\$187.04	\$192.84	\$195.35
Subdivision and Development Appeal Board				
	\$185.00	\$187.04	\$192.84	\$195.35
Council Appointed Representatives on Committees/Boards				
	\$185.00	\$187.04	\$215.28 *	\$218.08
Chair of Regular or Special Council Meetings				
	\$225.00	\$227.48	\$261.83 *	\$265.23

*12% increase per Council motion C568-18(11-13-18) RESOLUTION by Councillor Bean that Council increase the per diem payment to Council by 12% effective January 1, 2019 to alleviate the loss incurred by Council Members from the changes to the income tax treatment of Council remuneration. 2/3 majority vote required. CARRIED.

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	October 13, 2020
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Policy 1127 – Travel & Expense
File Code:	12-02-02

DESCRIPTION:

Policy 1127 provides for reimbursement of travel, meals, accommodations, and subsistence expenses.

BACKGROUND / PROPOSAL:

At the October 6, 2020 Policies & Priorities meeting the following motion was made:

P453-20(10-06-20) RESOLUTION by Councillor Wetmore that this committee recommend that Council bring amended Policy 1127 Travel & Expense to a future regular Council meeting for approval. CARRIED.

ATTACHMENTS

- Policy 1127 – Travel and Expense showing changes
- Policy 1127 – Travel and Expense final

RECOMMENDED ACTION:

RESOLUTION by ... that Council...

Initials show support - Reviewed by:

Manager:



CAO:





Clear Hills County

Effective Date: **October 8~~13~~, 20192020**

Policy Number: **1127**

Title: **TRAVEL and EXPENSE POLICY**

1. Policy Statement

- 1.1 Clear Hills County will provide for reimbursement to Council, Council Committee/Board Members and Staff for travel, meals, accommodations and subsistence expenses incurred during the performance of their duties.

2. Definitions

- 2.1 Official Meetings will include:
- a) Regular Council meetings.
 - b) Special Council meetings.
 - c) Policy and Priorities meetings.
 - d) Board or Committee meetings as appointed.
 - e) Approved workshops and conferences for appointed Board Members or Staff.
 - f) Meetings with/or on behalf of residents and community groups to which attendance is authorized by Council resolution (this would include open houses and public meetings).
- 2.2 Mileage is a reimbursement of kilometers for travel expenses to a Councillor/Board/Committee Member, and Staff in their personal vehicle while attending an official meeting, or an event that Council has authorized attendance as per Policy 1126, section 3.4.
- 2.3 Reimbursement for overnight accommodation when approved to attend an official meeting, workshop or conference (receipts are required). If receipts are not available or if private accommodation is used, the subsistence is the reimbursement of the personal expense to a Councillor/Board/Committee Member and Staff while attending an official meeting. The following constitute as subsistence:
- a) Taxi, shuttle, air or bus fares;
 - b) Motel/Hotel;
 - c) Registration for any official meeting;
 - d) Personal Allowance which is paid for personal expenses when a Councillor/Board/Committee Member and Staff is required to spend the night for any official meeting; and the allowance is for each full 24 hour period. Such expenses include tips for luggage handling, wear and tear on personal luggage, local call charges by hotel, laundry, and dry cleaning.
 - e) Private accommodations.

- 2.4 Any expenses that have not been submitted within 60 days of the ~~date~~ month of the invoice or receipt will become invalid and will not be reimbursed. i.e An invoice dated for June 15th would need to be submitted no later than August 31st.

3. Travel Reimbursements

- 3.1 Councillors/Committee/Board Members and Staff shall be reimbursed for mileage and meals as per Sections 3 and 4 when attending approved meetings.
- 3.2 Councillors will not be reimbursed their expenses (including registration, meals, subsistence) or paid a personal allowance for attendance to social events or political party and constituency functions.
- 3.3 Where mode of travel is being considered, the most direct, economical and logical mode of travel shall be utilized.
- 3.4 Council and Board Members shall be reimbursed for mileage (for a minimum of 25 kilometers per meeting) for pre-approved meetings at the ~~current Canada Revenue Agency's reasonable automobile allowance rates~~ as shown on Schedule A. Staff shall be reimbursed for mileage at the ~~current Canada Revenue Agency's reasonable automobile allowance rates~~ as shown on Schedule A.
- 3.5 Travel must be directly related to the distance required to attend any conference, convention, seminar or any other meeting and to travel directly to and from that conference, convention, seminar or any other meeting.

~~3.6~~

4. Meals and Subsistence

- 4.1 The Council will review the rates for meals and subsistence annually during the annual budget preparations.
- 4.2 The Members and Staff shall be reimbursed for meals at the following rates, effective January 22, 2019:

<u>MEAL</u>	<u>REIMBURSEMENT</u>
Breakfast	\$20.00
Lunch	\$25.00
Dinner	<u>\$30.00</u>
	\$75.00

- 4.3 Any other claim for business meal reimbursement must include original receipt (and the name(s) of the person(s) accompanied).

- 4.4 The Members and Staff shall be reimbursed for subsistence at the following rates, effective January 28, 2014

SUBSISTENCE

Taxi, Shuttle, Air or Bus Fare

Hotels/motels

Registration

Personal Allowance (includes phone calls)

Private accommodations

REIMBURSEMENT

with receipts

with receipts

with receipts

\$40.00per night/ 24 hr period

\$90.00per night

- 4.5 Administration will reserve accommodations for Members using a County credit card. This card is for room confirmation only. Upon arrival at the accommodations, Members will be required to pay for their room and then submit a receipt for re-imburement or an item on their expense claim, as a pre-paid expense.
- 4.6 Any claim for travel and subsistence, which is not supported by the appropriate supporting documents, will not be approved for payment. Attached receipts must be originals.

5. Information Service Equipment

- 5.1 Councillors will be responsible for supplying their own information service equipment and supplies e.g. Computer, printer/fax, paper, ink etc.
- 5.2 Councillors will be paid a monthly allowance for use of these items only if they have adequate equipment to receive agendas and all communications effectively and efficiently.

Monthly Internet Reimbursement- ~~to a maximum of \$75.00 with receipt~~**Monthly Information Service Equipment per Diem-** \$60.00**6. Expense Claims**

- 6.1 The Reeve will sign the expense claim for Council Members to indicate that they have been received.
- 6.2 The Deputy Reeve shall sign the expense claim submitted by the Reeve, to indicate it has been received, and may in the absence of the Reeve sign all other expense claims

End Of Policy

ADOPTED: Resolution C062(01/26/10)	Jan 26/10
AMENDED: Resolution C589(08/10/10)	Aug 10/10
AMENDED: Resolution C144(02/22/11)	Feb 22/11
AMENDED: Resolution C751-13(12/10/13)	Dec 10/13
AMENDED: Resolution C031-14(01/28/14)	Jan 28/14
AMENDED: Resolution C033-14(03/11/14)	March 11/14
AMENDED: Resolution C75-17(02/14/17)	Feb 14/17
AMENDED: Resolution C214-17(04/25/17)	April 25/17
AMENDED: Resolution C43-19(01/22/19)	Jan 22/19
AMENDED: Resolution C496-19(10/08/19)	Oct 8/19
<u>AMENDED: Resolution C</u>	<u>Oct 13/20</u>

Schedule A to Policy 1127 – Travel and Expense

	2013-2018	2019	2020
Canada Revenue Agency's Current Automobile Allowance Rates:	\$0.54/Km	\$0.58/Km	\$0.58/Km



Clear Hills County

Effective Date: **October 13, 2020**

Policy Number: **1127**

Title: **TRAVEL and EXPENSE POLICY**

1. Policy Statement

- 1.1 Clear Hills County will provide for reimbursement to Council, Council Committee/Board Members and Staff for travel, meals, accommodations and subsistence expenses incurred during the performance of their duties.

2. Definitions

- 2.1 Official Meetings will include:
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 - c) Policy and Priorities meetings.
 - d) Board or Committee meetings as appointed.
 - e) Approved workshops and conferences for appointed Board Members or Staff.
 - f) Meetings with/or on behalf of residents and community groups to which attendance is authorized by Council resolution (this would include open houses and public meetings).
- 2.2 Mileage is a reimbursement of kilometers for travel expenses to a Councillor/Board/Committee Member, and Staff in their personal vehicle while attending an official meeting, or an event that Council has authorized attendance as per Policy 1126, section 3.4.
- 2.3 Reimbursement for overnight accommodation when approved to attend an official meeting, workshop or conference (receipts are required). If receipts are not available or if private accommodation is used, the subsistence is the reimbursement of the personal expense to a Councillor/Board/Committee Member and Staff while attending an official meeting. The following constitute as subsistence:
- a) Taxi, shuttle, air or bus fares;
 - b) Motel/Hotel;
 - c) Registration for any official meeting;
 - d) Personal Allowance which is paid for personal expenses when a Councillor/Board/Committee Member and Staff is required to spend the night for any official meeting; and the allowance is for each full 24 hour period. Such expenses include tips for luggage handling, wear and tear on personal luggage, local call charges by hotel, laundry, and dry cleaning.
 - e) Private accommodations.

- 2.4 Any expenses that have not been submitted within 60 days of the month of the invoice or receipt will become invalid and will not be reimbursed. i.e An invoice dated for June 15th would need to be submitted no later than August 31st.

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- 3.1 Councillors/Committee/Board Members and Staff shall be reimbursed for mileage and meals as per Sections 3 and 4 when attending approved meetings.
- 3.2 Councillors will not be reimbursed their expenses (including registration, meals, subsistence) or paid a personal allowance for attendance to social events or political party and constituency functions.
- 3.3 Where mode of travel is being considered, the most direct, economical and logical mode of travel shall be utilized.
- 3.4 Council and Board Members shall be reimbursed for mileage (for a minimum of 25 kilometers per meeting) for pre-approved meetings at the rate shown on Schedule A. Staff shall be reimbursed for mileage at the rate shown on Schedule A.
- 3.5 Travel must be directly related to the distance required to attend any conference, convention, seminar or any other meeting and to travel directly to and from that conference, convention, seminar or any other meeting.

4. Meals and Subsistence

- 4.1 The Council will review the rates for meals and subsistence annually during the annual budget preparations.
- 4.2 The Members and Staff shall be reimbursed for meals at the following rates, effective January 22, 2019:
- | <u>MEAL</u> | <u>REIMBURSEMENT</u> |
|-------------|----------------------|
| Breakfast | \$20.00 |
| Lunch | \$25.00 |
| Dinner | <u>\$30.00</u> |
| | \$75.00 |
- 4.3 Any other claim for business meal reimbursement must include original receipt (and the name(s) of the person(s) accompanied).
- 4.4 The Members and Staff shall be reimbursed for subsistence at the following rates, effective January 28, 2014

SUBSISTENCE

Taxi, Shuttle, Air or Bus Fare
 Hotels/motels
 Registration
 Personal Allowance (includes phone calls)
 Private accommodations

REIMBURSEMENT

with receipts
 with receipts
 with receipts
 \$40.00per night/ 24 hr period
 \$90.00per night

- 4.5 Administration will reserve accommodations for Members using a County credit card. This card is for room confirmation only. Upon arrival at the accommodations, Members will be required to pay for their room and then submit a receipt for re-imbursement or an item on their expense claim, as a pre-paid expense.
- 4.6 Any claim for travel and subsistence, which is not supported by the appropriate supporting documents, will not be approved for payment. Attached receipts must be originals.

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- 5.1 Councillors will be responsible for supplying their own information service equipment and supplies e.g. Computer, printer/fax, paper, ink etc.
- 5.2 Councillors will be paid a monthly allowance for use of these items only if they have adequate equipment to receive agendas and all communications effectively and efficiently.

Monthly Internet Reimbursement- \$75.00

Monthly Information Service Equipment per Diem- \$60.00

6. Expense Claims

- 6.1 The Reeve will sign the expense claim for Council Members to indicate that they have been received.
- 6.2 The Deputy Reeve shall sign the expense claim submitted by the Reeve, to indicate it has been received, and may in the absence of the Reeve sign all other expense claims

End Of Policy

AMENDED: Resolution C589(08/10/10)	Aug 10/10
AMENDED: Resolution C144(02/22/11)	Feb 22/11
AMENDED: Resolution C751-13(12/10/13)	Dec 10/13
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AMENDED: Resolution C43-19(01/22/19)	Jan 22/19
AMENDED: Resolution C496-19(10/08/19)	Oct 8/19
AMENDED: Resolution C	Oct 13/20

Schedule A to Policy 1127 – Travel and Expense

	2013-2018	2019	2020
Canada Revenue Agency's Current Automobile Allowance Rates:	\$0.54/Km	\$0.58/Km	\$0.58/Km

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	October 13, 2020
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Budget Software Purchase & Funding
File Code:	12-02-02

DESCRIPTION:

Council is being presented with a budget software proposal for approval and funding.

BACKGROUND / PROPOSAL:

Currently both the operating budget and the multi-year capital plan are Excel based. These documents are very large and require the use of an add on program called F9 to draw the information from our accounting software into the actual columns in both the budget documents and operating reports. These spreadsheets are outdated, error prone and the integration with our accounting software is disjointed and clunky.

Administration attended budget software demonstrations presented by Questica and Public Sector Digest.

BUDGET/COST

If purchased by December 15, 2020 the cost for the first year would be \$7,500.00. For the remaining six years of the contract the cost would be \$14,500 per year with a 3% increase starting in year four. Since there is no budget for the software in 2020 it would have to be funded by reserve.

ATTACHMENTS

- Questica Quote
- Excerpts from Questica Powerpoint Presentation

RECOMMENDED ACTION:

RESOLUTION by ... that Council authorize the purchase of the Questica budget software for \$7,500.00 in 2020 with funds to be allocated from the Administration Reserve and the remaining years to be included in the future Operating Budgets.

OR

RESOLUTION by ... that Council accept the budget software discussion for information.

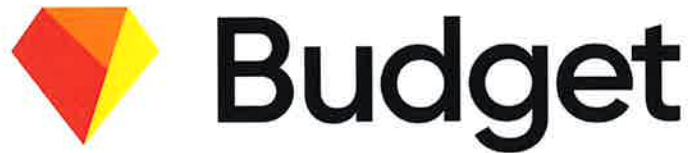
Initials show support - Reviewed by:

Manager:



CAO:





Order Form

Prepared for

Lori Jobson
Clear Hills County, AB

by

Matt Reynolds
Questica Software Inc.

This proposal is subject to a review of your Chart of Accounts
and a review of the Scope of Work

September 28th, 2020



Questica Budget 7-Year Subscription Price Quote – Vivid Bundle (SaaS)

Quotation ID#: ClearHills-09282020-7

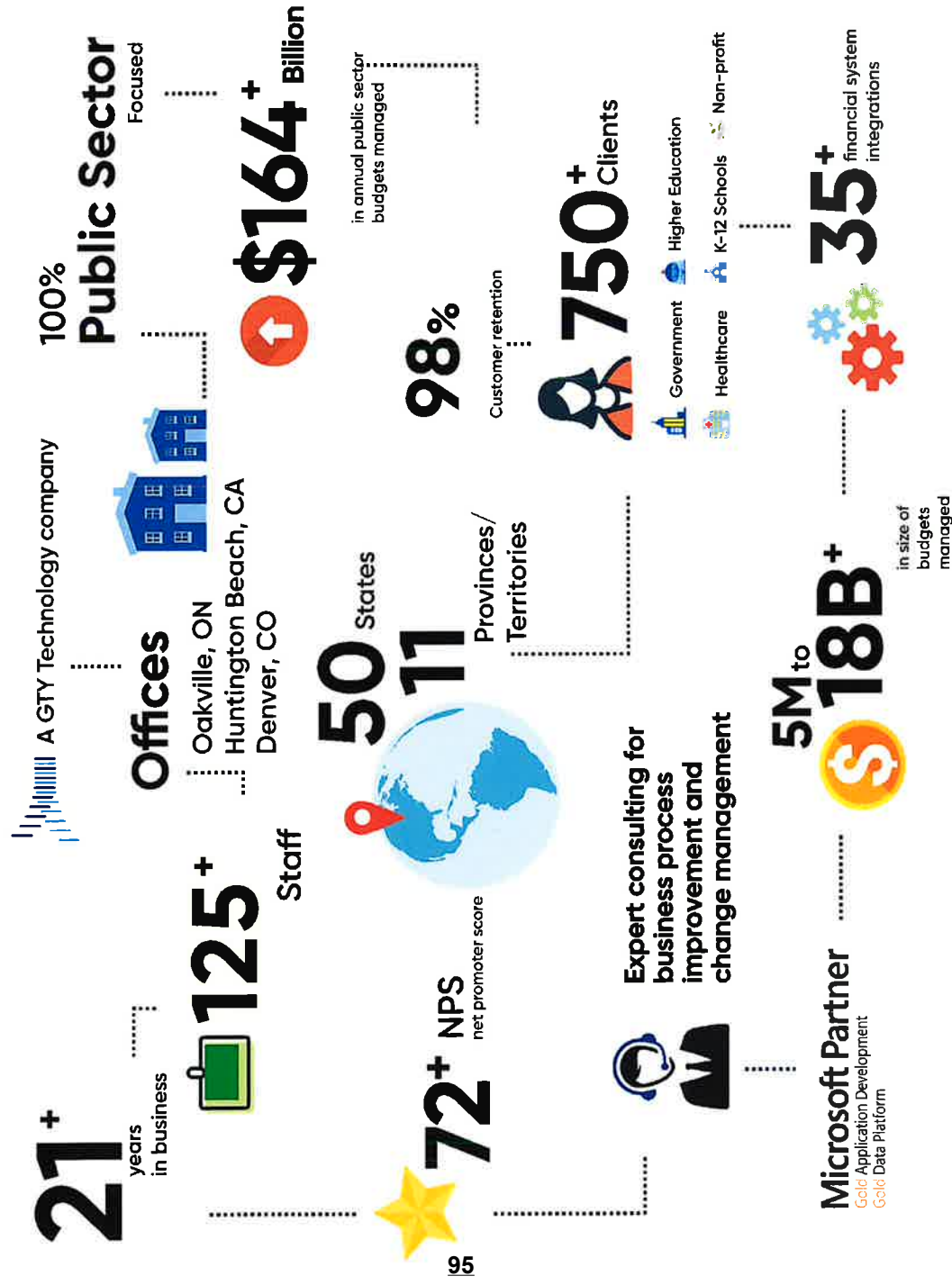
Description	Qty	Total
Questica Budget Framework		
Operating Licenses	5	
Capital Licenses	5	
Salaries Licenses	Not Included	
Unlimited Read Only Licenses	Included	
Performance Measures	Included	
Allocations	Included	
OpenBook Transparency	Not Included	
Questica Annual Software Subscription (including maintenance, support, and hosting)	\$14,500.00	\$0.00
Professional Services (Per Statement of Work)		
Planning & Analysis	Included	
Installation	Included	
Data Load & Verify	Included	
Accounting Integration	Included	
Training	Included	
Project Management	Included	
OpenBook Professional Services	Not Included	
Total Questica Professional Services (Fixed one-time fee)	\$10,000.00	\$7,500.00
Grand Total Year 1	\$24,500.00	\$7,500.00

Pricing Notes

Quotation ID#: ClearHills-09282020-7

Pricing valid through: **December 15th, 2020**

- Questica annual subscription fee is \$14,500.00 per year (based on 7 - year subscription)
- Annual subscription fee is \$0.00 for year 1 (100% off)
- Questica has agreed to secure the proposed annual costs for 3 years from the contract effective date and will apply a 3% inflationary increase beginning in year 4
- To receive promotional pricing, the software must be purchased directly through Questica on or before the quotation expiration date
- Pricing is not applicable in response to a formal RFP Process
- Above pricing in CAD
- Applicable Taxes Extra
- **Terms of Payment:**
 - Software Subscription (including annual maintenance, support, and hosting services):
 - Due 100% upon Contract Effective Date (Net 30) and annually in advance for future years
 - Professional Services:
 - Due 100% upon Contract Effective Date (Net 30)



Questica provides public sector organizations with complete budgeting, performance and transparency budgeting solutions.

Enable data-driven budgeting and decision-making while increasing data accuracy, saving time and improving stakeholder trust.

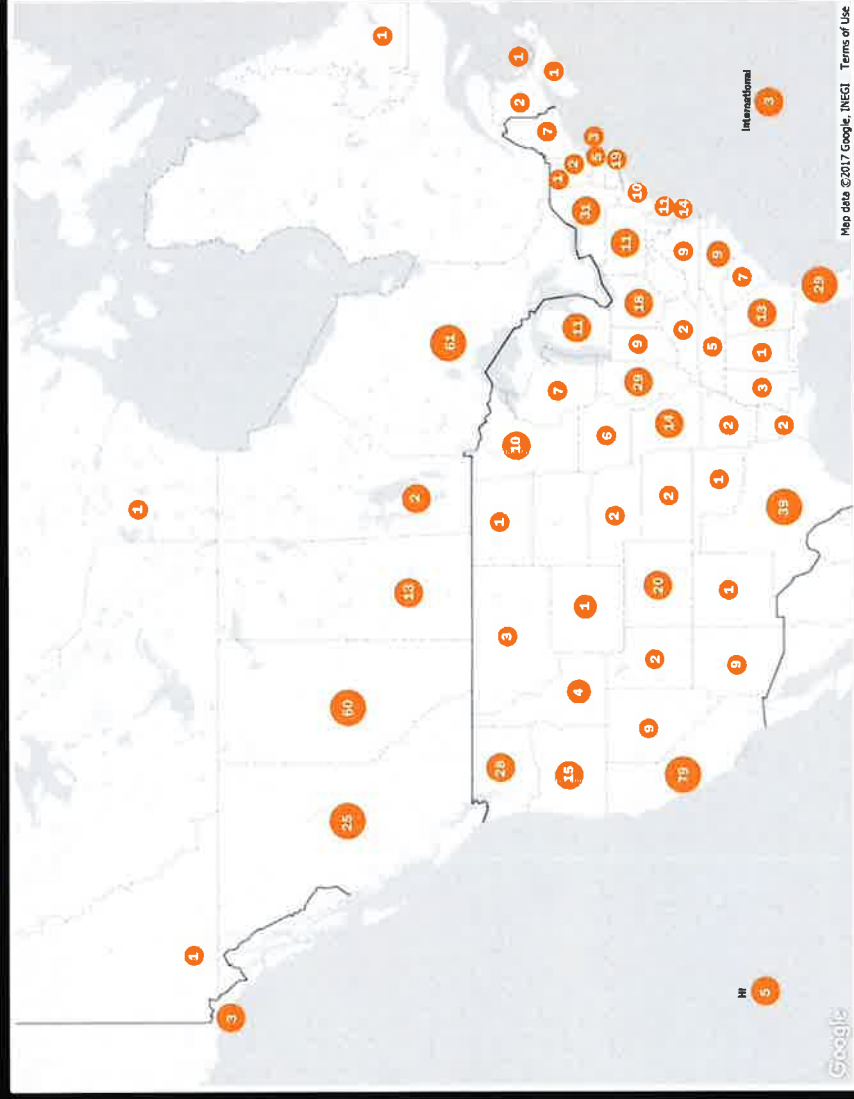


Our Customers



"Since implementing Questica Budget, our Finance department has seen a significant savings of time per budget cycle, through the elimination of excel spreadsheets for each project or department budget."

- **Kelly Gibson** - Senior Accountant, Town of Banff, AB



Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	October 13, 2020
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Additional Named Insured Request
File Code:	12-05-03

DESCRIPTION:

Administration has received a request from the Hinterland Cemetery Company to be added as an Additional Named Insured (ANI) on our insurance policies.

BACKGROUND / PROPOSAL:

The County currently has 12 Additional Named Insureds on our insurance policies however there is now an alternative program. RMA Insurance has created the Community Groups Program. This program allows community groups to insure directly with RMA. They would have their own policy, documentation, and invoices.

The Community Groups Program would remove the liability of having other entities insured on County policies and alleviate the issues Administration has had with ANI's not returning forms/questionnaires and late payments.

ATTACHMENTS

- Insurance coverage request from Hinterland Cemetery Company
- Community Group Sample Certificate of Insurance

RECOMMENDED ACTION:

RESOLUTION by ... that Council cancel the Additional Named Insureds program and inform current ANI's of the Community Groups Program.

OR

RESOLUTION by ... that Council approve the Hinterland Cemetery Company to be added as an Additional Named Insured on our insurance policies.

Initials show support - Reviewed by:

Manager:



CAO:



Hinterland Cemetery Company
Box 722
Hines Creek, AB
T0H 2A0

RECEIVED
SEP 23 2020
CLEAR HILLS COUNTY

September 16, 2020

Clear Hills County
Box 240
Worsley, AB
T0H 3W0

Attn: Allan Rowe, CAO

Dear Allan:

Re: Insurance Coverage-Hinterland Cemetery

The Hinterland Cemetery Company purchased a seacan and placed it on the cemetery property to serve as a secure storage shed for a lawn tractor, snowblower attachment, lawn sweep and other maintenance tools. Due to the value of the assets being stored, the executive is seeking quotations for the cost of insurance. The seacan is valued at \$10,000. and the contents at \$15000.

In addition to property coverage, the executive would also like to explore liability insurance coverage for operation of a cemetery. They currently carry no insurance coverage.

The Hinterland Cemetery Company request Clear Hills County consider adding them as an "Additional Named Insured" under the County's policy and are willing to pay any premium costs associated with the endorsement.

Your favourable consideration of this request is appreciated.

Yours truly,



Kathy Loxterkamp
President

CERTIFICATE OF INSURANCE: COMMUNITY GROUPS INSURANCE PROGRAM

The following is a summary of Coverages that are applicable to the above Certificate Holder under specified Sections of the RMA Insurance Program, and which are in force for the period shown above. Please refer to actual policy documents for full details of all terms, conditions, limitations and exclusions applicable to the Coverage afforded.

LIABILITY INSURANCE Insuring Agreement - In the event that Legal Liability claims for negligence are brought against the Certificate Holder, Insurers will pay compensatory damages, including legal expenses incurred, subject to the terms, conditions, limitations and exclusions of the respective Sections of the Policy.

Coverage

Limits of Liability

SECTION ONE – COMPREHENSIVE GENERAL LIABILITY

Third Party Bodily Injury and/or Property Damage

\$5,000,000 per Occurrence/ Annual
Aggregate

Products and Completed Operations

\$5,000,000 per Occurrence/ Annual
Aggregate

Non-Owned Automobile Liability

\$ 5,000,000

Tenants Legal Liability

\$ 5,000,000

Legal Liability for Damage to Non-Owned Automobiles

\$ 200,000

Employee Benefit Programs Liability

\$ 5,000,000 each claim/ Annual Aggregate

Personal Injury & Advertising Injury Liability

\$ 5,000,000 per Occurrence

Sudden and Accidental – 120 hrs discovery/reporting

SECTION TWO – ADMINISTRATIVE ERRORS & OMISSIONS

\$ 5,000,000 Claims Made Basis
(Annual Aggregate)

SECTION THREE – WRONGFUL DISMISSAL

Warranty: Must obtain prior written legal opinion from employment law practitioner

\$ 5,000,000 Claims Made Basis
(Annual Aggregate)

SECTION FOUR – SEXUAL ABUSE

\$ 5,000,000 Claims Made Basis
(Annual Aggregate)

-Deductible

All other Operations

\$1,000.

All School Operations or related activities

\$ 500.

Bodily Injury

Nil

Legal Liability for Damage to Automobile

\$ 500.

Sewer Back Up, Flooding and other Water Damage, per claimant

\$1,000.

Administrative Errors & Omissions

\$1,000 minimum

Wrongful Dismissal

\$25,000 of each claim or the first 2 years of
wages, which ever is the lesser

Sexual Abuse

Nil

In consideration of the premium specified (or in endorsement[s] attached hereto), this document certifies that insurance has been effected under **Policy No. Sample Only** a full copy of which may be seen at the offices of the RMA Insurance of Nisku, Alberta and/or Aon Reed Stenhouse Inc. of Edmonton, AB for the account of the Certificate Holder named above.

CERTIFICATE HOLDER: «MEMBER_NAME» «MEMBER_NUMBER»

COMPREHENSIVE DISHONESTY, DISAPPEARANCE AND DESTRUCTION INSURANCE

Coverage

Limits of Liability

BLANKET BOND INSURANCE

- I. Employee Dishonesty Coverage – Form A (subject to *Warranty noted below)

COMPREHENSIVE CRIME INSURANCES

- II. Coverage Within Premises
III. Coverage Outside Premises
IV. Money Order and Counterfeit Paper Currency Coverage
V. Depositors Forgery
VI. Computer Fraud/Data Restoration Expense
VII. Funds Transfer Fraud
VIII. Telecommunications Theft
IX. Fraudulently Induced Payment
X. Employee Theft of Client Property

***Warranty**

It is warranted that, the coverage afforded under the Blanket Bond (Employee Dishonesty) section of the policy contains a limitation of liability reducing coverage to \$5,000 if only one of the three conditions noted below exist at the time of the loss:

- (a) A dual cheque signing process is in place;
(b) Reconciliation of bank statements is being performed by someone other than cheque signing personnel; and
(c) An annual audit has been completed within 12 months preceding the loss;*

Deductible

All Other Coverages	\$1,000.
Employee Theft of Client Property	\$5,000.

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CERTIFICATE HOLDER: «MEMBER_NAME» «MEMBER_NUMBER»

PROPERTY INSURANCE (ALL RISKS)

Property Damage Includes:	Accounts Receivable	\$	50,000
(up to Value Insured)	Automatic Coverage (60 days)	\$	5,000,000
	Building Damage by Theft	\$	10,000
	Debris Removal	\$	250,000
	Extra Expense	\$	25,000 / Per Certificate
	Business Interruption - Gross Earnings	\$	50,000
	Professional Fees	\$	25,000
	Fire Department Service Charges / Fire Protective Equip.	\$	50,000
	Hacking Event or Computer Virus Attack -Total Limit	\$	25,000
	Lawns, Trees, Shrubs and Outdoor Plants	\$	10,000
	Master Keys	\$	10,000
	Fine Arts	\$	100,000
	Property while in Transit	\$	10,000
	By- Laws Extension	\$	50,000
	Data and Records Restoration Costs	\$	100,000
	Pollution Clean Up – 180-day reporting	\$	50,000 / Aggregate
	Radioactive Contamination	\$	25,000

LOSS, if any, payable to the Certificate Holder or as otherwise denoted in endorsements attached hereto

Deductibles

All other losses	\$ 1,000
All other losses (building valued more than \$5,000,000)	\$ 5,000
Sewer Back-up & Water Damage	\$ 5,000
Sewer Back-up & Water Damage (building valued more than \$5,000,000)	\$10,000
Earthquake	5% of the value of the property or min of \$100,000
Flood	\$25,000
Co – insurance Clause	80%

COMMUNITY GROUP PROGRAM PACKAGE

In consideration of the premium specified (or in endorsement[s] attached hereto), this document certifies that insurance has been effected under **Policy No. sample only** a full copy of which may be seen at the offices of the RMA Insurance of Nisku, Alberta and/or Aon Reed Stenhouse Inc. of Edmonton, AB for the account of the Certificate Holder named above.

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	October 13, 2020
Originated By:	Lori Jobson, Corporate Services Manager
Title:	External Audit Services
File:	12-05-02

DESCRIPTION:

The contract has been terminated with the audit firm who was awarded RFP 2019-P05 - Audit Services.

BACKGROUND:

Administration has reviewed the proposals submitted for RFP 2019-P05 - Audit Services and is recommending Wilde and Company.

BUDGET/COSTS:

RECOMMENDED ACTION:

RESOLUTION by Councillor ... to enter into a contract with Wilde and Company for external audit services.

Initials show support - Reviewed by:

Manager:



CAO:



Clear Hills County

Request For Decision (RFD)

Meeting:	REGULAR COUNCIL MEETING
Meeting Date:	October 13, 2020
Originated By:	Audrey Bjorklund, Community Development Manager
Title:	BYLAW 256-20 AMENDING LAND USE BYLAW SECTION 8.21
File:	61-02-02

DESCRIPTION:

Council is presented with Bylaw 256-20 for the purpose of amending Land Use Bylaw 189-16, Section 8.21 Keeping of Animals, to allow poultry to be kept in any Hamlet Residential district.

BACKGROUND:

C394-20(09-8-20) RESOLUTION by Councillor Ruecker that Council gives first reading to Bylaw No. 256-20 a bylaw for the purpose of amending Land Use Bylaw 189-16, Section 8.21 Keeping of Animals, to allow the keeping of poultry in any Hamlet Residential District. **CARRIED.**

The public hearing for this bylaw was held earlier in today's meeting.

ATTACHMENTS:

- Bylaw 256-20

OPTIONS:

1. Based on public hearing direct the following amendments or abandon the bylaw
2. Proceed with further readings of the bylaw

RECOMMENDED ACTION: 2 motions required

RESOLUTION by that Council gives second reading to Bylaw No. 256-20 a bylaw for the purpose of amending Land Use Bylaw 189-16, Section 8.21 Keeping of Animals, to allow the keeping of poultry in any Hamlet Residential District.

RESOLUTION by that Council gives third and final reading to Bylaw No. 256-20 a bylaw for the purpose of amending Land Use Bylaw 189-16, Section 8.21 Keeping of Animals, to allow the keeping of poultry in any Hamlet Residential District.

Initials show support - Reviewed by:

Director:

ABj

CAO:

[Signature]

**CLEAR HILLS COUNTY
BYLAW NO. 256-20**

A BYLAW OF CLEAR HILLS COUNTY, IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF AMENDING CLEAR HILLS COUNTY BYLAW NO. 189-16.

WHEREAS Pursuant to the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26, Council may amend a Land Use Bylaw, and;

WHEREAS Pursuant to Sections 230, 606 and 692 of the Province of Alberta *Municipal Government Act*, a Council may amend a Land Use Bylaw, and

WHEREAS The Municipal Council of Clear Hills County, in the Province of Alberta, has adopted Clear Hills County Land Use Bylaw No. 189-16, as amended, and;

WHEREAS The Municipal Council of Clear Hills County, in the Province of Alberta, deems it necessary to amend Clear Hills County Land Use Bylaw No. 189-16, as amended, to allow the keeping of poultry in hamlet residential districts.

NOW

THEREFORE The Municipal Council of Clear Hills County, in the Province of Alberta, in Council duly assembled, enacts as follows;

- 1) Replace Section 8.21 under General Land Use Provisions with the following:

8.21 Keeping of Animals

- (1) No livestock or fur-bearing animals, other than domestic pets, shall be raised or kept in any hamlet residential district.
 - (2) The keeping of poultry shall be allowed in any hamlet residential district as a discretionary use, and shall adhere to the County's Poultry Bylaw.
 - (3) Structures related to the keeping of poultry shall require a development permit prior to their erection.
- 2) If any portion of this bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion shall be severed.
- 3) That this bylaw shall take force and effect on the date of its final passage.

First Reading given on the 8 day of September, 2020.

Second Reading given on the ____ day of _____, 2020.

Third Reading and Assent given on the ____ day of _____, 2020.

Miron Croy, Reeve

Allan Rowe, Chief Administrative Officer

Clear Hills County

Request For Decision (RFD)

Meeting:	REGULAR COUNCIL MEETING
Meeting Date:	October 13, 2020
Originated By:	Audrey Bjorklund, Community Development Manager
Title:	POULTRY BYLAW 257-20
File:	61-02-02

DESCRIPTION:

Council is presented with Bylaw 257-20 for the purpose of establishing the criteria and conditions for keeping poultry in hamlet residential districts.

BACKGROUND:

C396-20(09-8-20) RESOLUTION by Councillor Ruecker that Council gives first reading to Bylaw No.257-20 a bylaw to regulate the keeping poultry in hamlet residential districts. CARRIED.

The public hearing for this bylaw was held earlier in today's meeting.

ATTACHMENTS:

- Bylaw 257-20

OPTIONS:

1. Based on public hearing direct the following amendments or abandon the bylaw
2. Proceed with further readings of the bylaw

RECOMMENDED ACTION: 2 motions required

RESOLUTION by that Council gives second reading to Bylaw No.257-20 a bylaw to regulate the keeping poultry in hamlet residential districts.

RESOLUTION by that Council gives third and final reading to Bylaw No.257-20 a bylaw to regulate the keeping poultry in hamlet residential districts.

Initials show support - Reviewed by:

Director:

CAO:

**CLEAR HILLS COUNTY
BYLAW NO. 257-20**

**A BYLAW OF CLEAR HILLS COUNTY, IN THE PROVINCE OF ALBERTA, TO REGULATE
THE KEEPING OF POULTRY OF CLEAR HILLS COUNTY:**

WHEREAS Pursuant to Section 7 of the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26, the Council of a municipality may pass bylaws for municipal purposes respecting:

- (a) the safety, health and welfare of people and the protection of people and property; and
- (b) wild and domestic animals and activities in relation to them; and

WHEREAS Pursuant to Section 8 of the *Municipal Government Act*, R.S.A. 2000, c. M-26 the Council of a municipality may, in a bylaw, regulate or prohibit and to provide a system of licenses, permits and approvals;

WHEREAS Council deems it necessary to regulate the keeping of poultry within the County.

NOW

THEREFORE The Municipal Council of Clear Hills County, in the Province of Alberta, in Council duly assembled, enacts as follows:

SHORT TITLE

1. This Bylaw may be known as the "Poultry Bylaw"

DEFINITIONS

2. For the purposes of this bylaw:

- (a) "ABATTOIR" means a facility where animals are slaughtered for consumption as food for humans;
- (b) "DEVELOPMENT OFFICER" means a person(s) appointed as a Development Officer by the Council of Clear Hills County;
- (c) "COOP" means a fully enclosed proof structure and attached to an Outdoor Enclosure used for keeping of hens;
- (d) "HEN" means a domesticated female chicken;
- (e) "LAND USE BYLAW" means the Clear Hills County Land Use Bylaw;
- (f) "OUTDOOR ENCLOSURE" means a securely enclosed, roofed outdoor area attached to and forming part of a coop, having a bare earth or vegetated floor for chickens to roam;
- (g) "ROOSTER" means a domesticated male chicken;

**CLEAR HILLS COUNTY
BYLAW NO. 257-20**

REGULATIONS

3. In a land use district where keeping of poultry is a discretionary use within the Land Use Bylaw, a person shall:
 - (a) be allowed to keep no more than six (6) hens in a single property.
 - (b) not be allowed to keep or raise a rooster.
4. The keeping of poultry will only be allowed for personal use. Any sale of eggs, meat and manure from the poultry is prohibited.
5. The keeping of poultry shall not be permitted where there are no dwelling units within the property.
6. The owner(s) of the hens must reside on the property where the hens will be kept.
7. Hens must be secured within a coop and outdoor enclosure at all times.
8. The coop and the outdoor enclosure for the keeping of poultry must adhere to the following regulations:
 - (a) The coop and outdoor enclosure will require a development permit prior to their erection. As part of the development permit application, applicants must also provide:
 - i. a manure disposal plan;
 - ii. the number and breed(s) of hen; and
 - iii. a process of notification for neighboring properties, including a letter to inform.
 - (b) The coop and outdoor enclosure can only be located within the rear yard of the property.
 - (c) The setback requirements for a coop and outdoor enclosure shall follow the same requirements for an accessory building as per the County's Land Use Bylaw.
 - (d) The coop must:
 - i. have an interior floor area of 0.37 m² (or 4 ft²) per hen.
 - ii. include at least one (1) nesting box and one (1) perch at least 15 cm (or 6 in.) long per hen.
 - iii. have an outdoor enclosure with an area of 0.92m² (or 10ft²) per hen.
 - iv. have feed and water containers, which are fully enclosed and airtight.
 - v. have adequate ventilation.
 - vi. be built to be weatherproof and predator proof.
 - vii. be kept in good and sanitary condition at all times.
 - (e) The coop and outdoor enclosure shall be cleaned annually.

**CLEAR HILLS COUNTY
BYLAW NO. 257-20**

-
9. The disposal or slaughter of hens shall be prohibited within a residential property, owners will be required to deliver the poultry to a farm, abattoir or veterinary clinic for proper disposal or slaughter.
 10. Within thirty (30) days of ownership of the poultry, the applicant must apply for a provincial Premises Identification (PID) number and provide the PID to the County's Development Officer. Failure to provide the PID to the County will result in the revocation of the development permit associated with the keeping of poultry and will be subject to fines and penalties within the County's Land Use Bylaw.
 11. Any owner failing to mitigate nuisance resulting from the keeping of poultry will be subject to provisions under the County's Untidy and Unsightly Premises Bylaw.
 12. If any portion of this bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion shall be severed.
 13. That this bylaw shall take force and effect on the date of its final passage.

First Reading given on the 8 day of September, 2020.

Second Reading given on the ____ day of _____, 2020.

Third Reading and Assent given on the ____ day of _____, 2020.

Miron Croy, Reeve

Allan Rowe, Chief Administrative Officer

Clear Hills County

Request For Decision (RFD)

Meeting:	REGULAR COUNCIL MEETING
Meeting Date:	October 13, 2020
Originated By:	Audrey Bjorklund, Community Development Manager, CLGM
Title:	BYLAW 258-20 SCHEDULE OF FEES & CHARGES
File:	12-02-02

DESCRIPTION:

Council is presented with Bylaw 258-20 the Schedule of Fees and Charges Bylaw that has been amended to increase the deposit and rental rates for the post pounder and BBQ trailer and to remove the rental equipment items that are being sold.

BACKGROUND:

- C429-20(09-22-20) RESOLUTION by Reeve Croy increase the rental rates of the following items: Post Pounder: \$125.00 to \$150.00 and the BBQ Trailer: \$50.00 to \$75.00. per day. **CARRIED.**
- C428-20(09-22-20) RESOLUTION by Councillor Janzen to liquidate the following items due to low usage and high cost: Tree Spade, Rock Picker, Rock Rake and Sickle Mower. **CARRIED.**

ATTACHMENTS:

- Bylaw 258-20

OPTIONS:

1. Proceed to bylaw readings
2. Direct the following amendments to the bylaw and bring back to a the next regular council meeting.

RECOMMENDED ACTION:

RESOLUTION by that Council gives first reading to Bylaw 258-20 a bylaw for the purpose of establishing and revising fees and charges and repealing Bylaw No. 252-20.

RESOLUTION by that Council gives second reading to Bylaw 258-20 a bylaw for the purpose of establishing and revising fees and charges and repealing Bylaw No. 252-20.

RESOLUTION by that Council proceed to third and final reading of Bylaw 258-20.
Unanimous consent required to proceed to third reading.

RESOLUTION by that Council gives third and final reading to Bylaw 258-20 a bylaw for the purpose of establishing and revising fees and charges and repealing Bylaw No. 252-20.

Initials show support - Reviewed by:

Director:

ABj

CAO:

AD

BYLAW NO. 258-20

BEING A BYLAW OF CLEAR HILLS COUNTY, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF ESTABLISHING AND REVISING FEES AND CHARGES AND REPEALING BYLAW NO. 252-20

WHEREAS, pursuant to the Municipal Government Act, being Chapter M-26, Revised Statutes of Alberta, 2000, and amendments thereto, the County is requested to provide various services and/or to make certain information available to the public; and

WHEREAS, in accordance with Section 8 of the Municipal Government act, and Section 93 fo the Freedom of Information and Protection of Privacy Act, Council may pass a bylaw establishing fees to charge for providing information and services; and

NOW THEREFORE, the Council of the Municipal District of Clear Hills County, in the Province of Alberta, duly assembled, enacts as follows:

1. That the Fees and Charges be established by this Bylaw as detailed in the attached Schedule and
2. Bylaw 252-20 be repealed upon effective date of Bylaw 258-20.
3. This Bylaw shall come into force and effect on the date of final reading and signing hereof.

READ a first time this _____ day of _____, 2020.

READ a second time this _____ day of _____, 2020.

READ a third time this _____ day of _____, 2020.

Miron Croy, Reeve

Allan Rowe, Chief Administrative Officer

Clear Hills County
Bylaw No. 252-20
Fees and Charges

The amount which Clear Hills County may charge for the supply of information, goods and services shall be the amounts listed on this schedule.

ADMINISTRATIVE SERVICES

Faxing, per side (incoming or outgoing) double for two sided \$ 1.25 + GST

- Exemptions: Faxing for paid services the County provides (ie tax certificates)

Laminating: Business card size \$.50 + GST

Letter \$ 1.00 + GST

Legal \$ 1.50 + GST

Maps, plus postage/shipping if applicable (topographic/landowner)

Maps \$ 25.00 + GST

South Map Books \$ 30.00 + GST

Shipping Map Books: \$ 5.95 each

Shipping folded maps: Mail \$ 5.95 or one map, 2.50 for each additional map.

Shipping rolled maps: Mail (up to six) \$20.00

Courier or other non-postal Purchaser must provide an account number with the requested courier or shipping company. The County will not ship maps C.O.D. (cash on delivery).

N.S.F. - Insufficient Funds Transactions (preauthorized payments & cheques) \$20.00

Penalties – Past Due Non-Utility Accounts

There shall be added to, by way of penalty, an amount equal to 2% of the outstanding balance owing at the close of business on the last working day of the month of billing. Postmarks will not be accepted as the date payment is received.

- Exemptions: Accounts for donations to, and sponsorship of County events and programs are exempt from penalties

Photocopies: * double for two sided copying

Black & White per side*

Letter \$.10 + GST

Legal \$.15 + GST

11x 17 \$.20 + GST

Color per side*

Letter \$.25 + GST

Legal	\$.35 + GST
11x 17	\$.50 + GST
Tender Package Fees	as set per tender

CANNABIS CONSUMPTION BYLAW

First offense, within one year	\$100.00
Second offense, within one year	\$200.00
Third and subsequent offenses, within one year	\$400.00

EMERGENCY SERVICES

Callouts – Flat rate	\$100.00
Fire Containment Materials (HazMat)	cost recovery
Additional equipment/resources	cost recovery

FOIP FEES

Fees for FOIP Requests shall be as outlined in the Freedom of Information and Protection of Privacy Act.

INDUSTRY APPROVAL FEES

Industry Approval Fees	\$150.00
Pipeline Crossings	\$150.00
Each Additional Crossing	\$ 50.00

LAND USE AND DEVELOPMENT SERVICES

Development Permit:

Agricultural, Residential & Commercial Flat Rate	\$0.00
Industrial Per \$100,000 of construction cost, or portion thereof	\$100.00

Penalty for not Obtaining Development Permit:

Agricultural, Residential & Commercial & Industrial	
Per \$100,000 of construction cost, or portion thereof	\$100.00

Land Use Bylaw 107-08 Booklet	\$ 15.00
Municipal Development Plan Bylaw 102-07 Booklet	\$ 15.00
Cleardale or Worsley Area Structure Plan	\$ 25.00

ROAD USE PERMITS (TRAVIS)

Road Use permit fee	\$15.00
Road Use cancellation fee	\$15.00

RURAL ADDRESS SIGNAGE**\$ 30.00**

Additional signs as per Bylaw 156-12 sections 5 & 8

Current Cost

TAXATION AND ASSESSMENT SERVICES**Assessment Review Board Complaint**Residential (3 or fewer dwellings) and Farmland **\$ 50.00**Residential (more than 3 dwellings) **\$500.00**Non-Residential **\$500.00**

(as per Section 481(1), Municipal Government Act)

Assessment Record to Landowner, per roll number (Agricultural/Residential) No Charge

Assessment Record to Others, per roll number **\$ 5.00**Mailing or Faxing of Assessment Records to Others, per roll number **\$ 5.00 + GST**Industrial Assessment Record, per roll number **\$ 20.00 + GST**Tax Certificates **\$ 25.00**Tax Notification Charges **\$ 25.00 per parcel**Tax Sale Advertising Fee **\$ 20.00****VETERINARIAN SERVICES INCORPORATED (VSI) FEES**5 Year Membership **\$ 30.00****WEED CONTROL ENFORCEMENT RATES**Weed Pickers **\$40.00 per hour**Supervisors **\$75.00 per hour**

Truck/UTV: Hour or day rate, whichever is lower, in current ARHCA Equipment Rental Rates Guide.

Travel to and from site: **calculated at same rates as above**Contracted weed enforcement **cost recovery**Herbicide, adjuvants & surfactants **cost recovery**Administration Fee **15%**

EQUIPMENT	DEPOSITS - Damage/Cleaning	STANDARD Per Day	COMMERCIAL Per Day	COMMUNITY ORGANIZATION Per Day	NOTES
RENTAL EQUIPMENT Definitions: Standard – means personal use or primary agricultural producer use. Commercial – means business entity that is not a primary agricultural producer.					
AUDIO, VIDEO & KITCHEN EQUIPMENT Includes: 3 large coffee urns, 2 orange juice jugs, 2 portable roasters, 1 portable projector, 1 mini portable sound system* (*rechargeable or power)					
Flat fee regardless how many items from list are rented	\$50.00	No Charge	No Charge	No Charge	
AUDIO VIDEO & KITCHEN EQUIPMENT Includes: 3 large coffee urns 2 orange juice jugs mini portable sound system* 2 portable roasters portable projector (*rechargeable or power) No Deposit and No Charge – MUST sign rental Agreement					
CHEMICAL WIPE APPLICATORS					
Quad mount rope wick	\$50.00	No Charge	No Charge	No charge for first two days then Standard rates apply	For spot application
Hand held rope wick	\$50.00	No Charge	No Charge	No charge for first two days then Standard rates apply	For spot application
Pull /push roller applicator	\$50.00	No Charge	No Charge	No charge for first two days then Standard rates apply	Lawn application
Rotowiper – pull type roller applicator (2" ball)	\$150.00	No Charge	No Charge	No charge for first two days then Standard rates apply	12V pump, 30 feet, 45L tank capacity
COMMUNITY CENTRE					
Community Room, Kitchen & Access to washrooms	\$50.00	\$50.00	\$100.00	No charge for first two days then Standard rates apply	Includes use of 12 round, 12 rectangle tables & 154 folding chairs
Tables & Chairs (rented for off-site use)	\$50.00	\$1.00 per table \$0.50 per chair		No charge for first two days then Standard rates apply	12 round 12 rectangle 31 wood rectangle 154 folding chairs

EQUIPMENT	DEPOSITS - Damage/Cleaning	STANDARD Per Day	COMMERCIAL Per Day	COMMUNITY ORGANIZATION Per Day	NOTES
CORRAL PANELS					
2 5/16" ball	\$50.00	\$50.00	\$100.00	No charge for first two days then Standard rates apply	21 Panels
ECO BRAN APPLICATOR					
Fits in truck box 12V plugin	\$50.00	No Charge	No Charge	No charge for first two days then Standard rates apply	also used for broadcasting seed
GRAIN BAGGER & TRUCK UNLOADER					
Clevis or pintle hitch	\$350.00	\$350.00	\$700.00	No charge for first two days then Standard rates apply	Minimum 65HP tractor 540 PTO
GRAIN BAG EXTRACTOR					
Tongue hitch	\$350.00	\$350.00	\$700.00	No charge for first two days then Standard rates apply	Maximum 120HP tractor 540 PTO
GRAIN BAG ROLLER					
2 5/16" ball	\$50.00	No charge	No Charge	No Charge	Self powered, gas motor
GRAIN VAC					
single or double tongue hitch	\$400.00	\$200.00	\$400.00	No Charge	1000 PTO 85 hp tractor
GRILLS & BBQ/Grill Trailer – does not include propane tanks					
Portable grills (2 units available)	\$50.00	\$5.00	\$25.00	No charge for first two days then Standard rates apply	
BBQ/Grill Trailer 2 5/6 ball hitch	\$100.00 \$150.00	\$50.00 \$75.00	\$100.00 \$150.00	No charge for first two days then Standard rates apply	recommend ¾ ton to pull
HITCH 2" ball or 2 5/16" ball \$50.00 deposit. No deposit required if using to transport rental equipment					
MANURE SPREADER					
Minimum ¾ ton to pull Pintle hitch	\$300.00	\$150.00	\$300.00	No charge for first two days then Standard rates apply	125hp tractor & 1000 PTO

EQUIPMENT	DEPOSITS - Damage/Cleaning	STANDARD Per Day	COMMERCIAL Per Day	COMMUNITY ORGANIZATION Per Day	NOTES
MULCH APPLICATOR for tree planting					
Tongue hitch	\$50.00	No Charge	No Charge	No charge for first two days then Standard rates apply	
MULCH Cost recovery for all users					
PORTABLE LOADING CHUTE					
Requires – 2" ball	\$50.00	\$25.00	\$50.00	No charge for first two days then Standard rates apply	Optional 4 heavy duty panels
POST POUNDER					
Single tongue hitch	\$250.00 \$300.00	\$125.00 \$150.00	\$250.00 \$300.00	No charge for first two days then Standard rates apply	Self powered, gas motor
PULL TYPE GRADER aka LAND LEVELLER					
Tongue hitch	\$260.00	\$130.00	\$260.00	No charge for first two days then Standard rates apply.	Tractor size 120-400 HP 14 foot Hygrade with hydraulic lift, tilt, angle, offset rear steering
ROCK PICKER					
Tongue hitch	\$600.00	\$300.00	\$600.00	No charge for first two days then Standard rates apply	75HP Tractor Dual Hydraulics 540 PTO
ROCK RAKE					
Tongue hitch	\$600.00	\$300.00	\$600.00	No charge for first two days then Standard rates apply	125 HP Tractor 540 PTO 14 feet
ROLLER MILL					
	\$50.00	\$20.00	\$40.00	No charge for first two days then Standard rates apply	110 volt, electric
SCALES					
Bale Spear Scale 2" ball	\$100.00	\$30.00	\$150.00	No charge for first two days then Standard rates apply	Electric over hydraulic controls

EQUIPMENT	DEPOSITS - Damage/Cleaning	STANDARD Per Day	COMMERCIAL Per Day	COMMUNITY ORGANIZATION Per Day	NOTES
SCARE CANNON (for birds and large animals in crops)					
	\$50.00	No charge	\$50.00	No charge	
SICKLE MOWER – SELF POWERED- 7 Feet					
Pin hitch	\$100.00	\$50.00	\$100.00	No charge for first two days then Standard rates apply	
SIGNS c/w stand if required \$60 deposit No rental charge					
SPRAYERS					
Backpack	\$50.00	No Charge	No charge	No Charge	Hand pump
Quad Mount	\$50.00	No Charge	No Charge	No Charge	12' boomless nozzles & handgun (30L)
Quad - Pull type	\$50.00	No Charge	No Charge	No Charge	Handgun & 12' boomless nozzles (270L)
2 for truck bed – Skid Mount	\$50.00	No Charge	No Charge	No Charge	12" Handgun, 12V pump, (270L tank)
Truck Mount: Optional: 20 ft boom	\$200.00	No Charge	No Charge	No charge for first two days then Standard rates apply	Requires hitch receiver to mount boom. 300gal tank.
STEAM TABLES					
Steam Table	\$50.00	\$5.00	\$25.00	No charge for first two days then Standard rates apply	
TOILETS					
Both on same trailer 2" ball	\$100.00	\$40.00	\$100.00	No charge for first two days then Standard rates apply	
TREE SPADE					
Pintle hitch	\$300.00	\$50.00	\$300.00	No charge for first two days then Standard rates apply	Self-powered, gas motor
WASH STATION					
	\$50.00	\$10.00	\$25.00	No charge for first two days then Standard rates apply	Two sinks with foot pump

EQUIPMENT	DEPOSITS - Damage/Cleaning	STANDARD Per Day	COMMERCIAL Per Day	COMMUNITY ORGANIZATION Per Day	NOTES
WATER PUMP					
4" PTO ½ mile hose ¾ ton or larger truck 2 5/16 " ball	\$100.00 ea (Summer Only) \$1,000.00 ea (Winter Only)	\$75.00 each \$200.00 each	\$300.00 each \$500.00 each	No charge for first two days then Standard rates apply	April 1– September 30 October 1–Mar 31
PTO Pump ONLY	\$100.00 ea (Summer Only) \$1,000.00 ea (Winter Only)	\$75.00 each \$200.00 each	\$300.00 each \$500.00 each	No charge for first two days then Standard rates apply	April 1– September 30 October 1–Mar 31
Extra Hose	Covered by pump deposit, \$50.00 if only renting hose.	\$1.00 per hose	\$5.00 per hose	No charge for first two days then Standard rates apply	If not renting a pump, hose deposit is a flat fee regardless of number of hoses being rented.
WIRE ROLLER					
Tongue hitch or receiver	\$50.00	\$25.00	\$50.00	No charge for first two days then Standard rates apply	Requires hydraulics to operate
OTHER:					
ADMINISTRATION FEE – sourcing replacement materials, parts and rental equipment due to loss or damage by renter: 15% of total replacement cost (plus GST)					
FREE HALF DAY RENT INCENTIVE Renters hauling rental equipment more than 50 kms from the pick up point will qualify for one half day of free rent. To qualify renters must provide mileage from their point of origin (home or worksite) to pick up point.					
SHOP RATE for cleaning and repair of rental equipment: \$50.00 per hour – minimum 1 hour					

Clear Hills County

Request For Decision (RFD)

Meeting:	REGULAR COUNCIL MEETING
Meeting Date:	October 13, 2020
Originated By:	Audrey Bjorklund, Community Development Manager, CLGM
Title:	BYLAW 259-20 REGIONAL FIRE SERVICES COMMITTEE
File:	23-20-02

DESCRIPTION:

Council is presented with Bylaw 259-20 Regional Fire Services Committee, this bylaw is an update to Bylaw 94-07 that included "Commission" in the name instead of "Committee". This is the enacting bylaw for the formation of the Clear Creek Fire Committee.

BACKGROUND:

In 2008 Municipal Affairs informed that the Commission title had to be changed to Committee, as the proposed Regional Fire Services group did not meet the provincial definition of a Commission. (ie – funds are requisitioned from the member municipalities by the Commission and the Commission directly delivers the services). At that point in time the Clear Creek Fire Commission was renamed the Clear Creek Fire Committee.

On review of the current Clear Creek Fire Committee agreement the oversight of not updating the Bylaw with the same terminology was discovered.

ATTACHMENTS:

- Bylaw 259-20

OPTIONS:

1. Proceed to bylaw readings
2. Direct the following amendments to the bylaw and bring back to the next regular council meeting.

RECOMMENDED ACTION:

RESOLUTION by that Council gives first reading to Bylaw 259-20 a bylaw for the purpose of establishing and operating a Regional Fire Services Committee with the Village of Hines Creek and repealing Bylaw No. 94-07.

RESOLUTION by that Council gives second reading to Bylaw 259-20 a bylaw for the purpose of establishing and operating a Regional Fire Services Committee with the Village of Hines Creek and repealing Bylaw No. 94-07.

RESOLUTION by that Council proceed to third and final reading of Bylaw 259-20.
Unanimous consent required to proceed to third reading.

RESOLUTION by that Council gives third and final reading Bylaw 259-20 a bylaw for the purpose of establishing and operating a Regional Fire Services Committee with the Village of Hines Creek and repealing Bylaw No. 94-07.

Initials show support - Reviewed by:

Director:

ABj

CAO:

JD

BY-LAW NO.259-20

A BY-LAW OF CLEAR HILLS COUNTY, IN THE PROVINCE OF ALBERTA,
FOR THE PURPOSE OF PROVIDING FOR THE ESTABLISHMENT AND
OPERATION OF A REGIONAL FIRE SERVICES COMMITTEE.

WHEREAS, Section 7(a) of the Municipal Government Act, provides that a
Council may pass a by-law respecting the safety, health and welfare of people
and the protection of people and property, and

WHEREAS, Section 7(b) of the Municipal Government Act provides that a
Council may pass a by-law respecting services provided by or on behalf of the
Municipality, and

WHEREAS, the Council of Clear Hills County wishes to enter into an agreement
with the Village of Hines Creek for the establishment and operation of a Regional
Fire Service Committee.

NOW THEREFORE, THE COUNCIL OF CLEAR HILLS COUNTY, IN THE
PROVINCE OF ALBERTA, DULY ASSEMBLED HEREBY ENACTS AS
FOLLOWS:

1. Clear Hills County will enter into an agreement with the Village of Hines
Creek for the establishment and operation of a Regional Fire Services
Committee.
2. Bylaw 94-07 be repealed upon effective date of Bylaw 259-20.
3. This by-law shall take effect on the day of its final passing.

Read a first time this _____ day of _____, 2020.

Read a second time this _____ day of _____, 2020.

Read a third time and finally passed this _____ day of _____ 2020.

Miron Croy, Reeve

Allan Rowe, CAO

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	October 13, 2020
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	Peace Valley Snow Riders Brownvale/South Loop Project
File:	71-10-02

DESCRIPTION:

Council is presented with the Peace Valley Snow Riders Detailed Proposal for the Brownvale Community Access and Southend Loop Project. The club is requesting final approval from the County for this project.

BACKGROUND:

C434-19(09-10-19) RESOLUTION by Councillor Frixel to approve the concept of the Peace Valley Snow Riders Brownvale Community Access/South End Loop addition to the Smith Mills Trail.
CARRIED.

BUDGET:

ATTACHMENTS:

- Detailed Proposal (letters of support were circulated to Council by email due to the number of pages).

OPTIONS:

- Approve the detailed proposal
- Not approve the detailed proposal and suggest the following changes....

RECOMMENDED ACTION:

RESOLUTION by.....

Initials show support - Reviewed by:	Manager: <i>ABJ</i>	CAO: <i>pe</i>
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Detailed Proposal

Brownvale Community Access/Southend Loop Project – Smith Mills Trail

Organization Name, Status and Objectives

The Peace Valley Snow Riders Association (the Club) was organized in October 2009 and hence the Club celebrated their 10th anniversary last fall. The Club was incorporated under the Alberta Societies Act in July 2010 and has been a member of the Alberta Snowmobile Association (ASA) since inception. The annual Club membership for 2019/2020 is 110, and although down slightly from the previous year, Day Pass sales were double that of the previous year at 48. As Day Pass sales often translate into annual memberships, the Club is anticipating continued membership growth.

The Club has developed four (4) trails (Osmond/Getaway Cabins Leddy Lake Trail, Baytex Wesley Creek Trail, Smith Mills Trail and Canfor Hines Creek Trail) totalling approx. 185 kilometres. In addition to the regular maintenance which includes vegetation removal and replacement of missing and damaged signage, the Club has continued with development work. The most recent project completed was the Alternate Route in the Private Land Area Project associated with the Canfor Hines Creek Trail. This project was substantially completed in January 2020. Although the Club sold their Arctic Cat groomer this summer, Allard Logging Ltd. has again committed to providing grooming services this winter and as well discussions are planned for the Club's Annual General Meeting in October in regards to the potential purchase of a new larger drag, to be pulled by other members. All trails were groomed at least once this past winter with most being groomed twice.

The Club's purpose in operating local trails is to be "Part of the Solution" by promoting responsible snowmobiling and in particular, directing snowmobile traffic to areas of acceptable use. Significant increases in membership in the last couple of years, on-going support of volunteers and the significant donations from other supporters for the work of the Club provides indication that the Club is recognized for their contribution to the Peace country. The value of the Club's development and operations work to date is over \$600,000!!

Objectives and Classification of Trail

As this proposed project is an addition to the existing Smith Mills Trail, the objectives and classification remain the same as the original Detailed Proposal. The specific objectives of this addition are:

- To provide access for the those in the area of the proposed Community Access referred to as Brownvale, which includes the Last Lake Guest House. It was the inquiry of Mighty Peace Tourist Association in 2014 on behalf the Guest House that was the impetus for this project. As the Club believes that our snowmobile trails can have a positive impact on the local economy by providing access to services for snowmobilers, one of the specific objectives of the Canfor Hines Creek Trail was to connect to the Village of Hines Creek where food, fuel, accommodations and the services of a snowmobile dealer were available. In addition, the Canfor Hines Creek Trail also provides access for the Cornerstone Bed N Breakfast and the Osmond/Getaway Cabins Leddy Lake Trail provides access for Getaway Cabins.
- In conjunction with the additional access for the Brownvale area, the opportunity to provide a loop that would be attractive in providing an alternate route to travel and in particular for families wishing to have a shorter ride from the East End Staging Area.
- This loop would also provide the opportunity to keep the Smith Mills Trail open by only closing a section when access is required to the Whitemud forestry tower (takes places every two years) or for access up to this point by other industrial users.

This approximately 20 kilometre addition will be developed for snowmobile use to the standard 5 metre width and although not anticipated, the trail may be narrower in areas to minimize impact to merchantable timber but in no case will the trail be narrower than 3 metres.

Proposed Improvements and Level of Development

This addition will utilize existing disturbances primarily on municipal and crown land. No private land is directly impacted by the proposed route. Although existing disturbances are utilized, vegetation that has fallen onto the trail or is hanging into the trail will require removal. The Club proposes to carry out this work using a contract mulcher followed by a contract slashing crew supported by volunteers. Signs along the route as well as a sign at the Community Access will be installed by volunteers.

Resources & Funding Available for Trail Life Cycle

Development Funding

The Club's financial position has improved significantly over the past couple of years (refer to Balance Sheet August 2020 attached) resulting in the Club internally funding the cash portion (\$5,125.09) of the recently completed Alternative Route in the Private Land Area Project associated with the Canfor Hines Creek Trail. The Club continues to have cash on hand that could fund all or part of the development of this current project, however we are well aware

that the current pandemic has had a negative impact on the entire economy making it extremely difficult to raise funds. With this in mind, the Club is looking to conserve cash to ensure we are able to maintain operations of existing trails. Although a cash contribution by the Club will be proposed to the membership, the intent would be to seek donors and only if necessary, to utilize the funds approved by the Club. The Club is aware of a potential source of funds related to the forest industry which will be pursued upon final approval by the primary stakeholders. It is anticipated that some if not all of the development will take place early this winter once frost conditions allow.

The budget for this project is as follows:

Material/Service	Quantity	Rate	Volunteer/ Donation in Kind	Cash Required
Mulcher (1)	25 hrs	\$350/hr		\$8,750
Trucking of mulcher	5 hrs	\$125/hr		\$625
Slashers (2)	40 hrs	\$55/hr		\$2,200
Slasher supervisor (1)	20 hrs	\$65/hr		\$1,300
Slasher truck (1)	2 days	\$150/day		\$300
Slasher sleds (2)	4 days	\$200/day		\$800
Slasher trailer (1)	2 days	\$75/day		\$150
Slasher skimmer (1)	2 days	\$25/day		\$50
PVSR Supervise/vegetation cleanup (3)	66 hrs	\$25/hr	\$1,650	
PVSR vehicle mileage	600 km	\$.50/km	\$300	
PVSR sleds (3)	6 days	\$80/day	\$480	
PVSR trailers (3)	6 days	\$75/day	\$450	
PVSR Sign/marker installation (2)	44 hrs	\$25/hr	\$1,100	
PVSR sleds (2)	4 days	\$80/day	\$320	
PVSR trailers (2)	4 days	\$75/day	\$300	
PVSR skimmer (1)	2 days	\$25/day	\$50	
Community access sign & open/closed	1 ea	\$300 ea		\$300
Open/closed locking mechanism	1 ea	\$475 ea		\$475
Specialty signage (not from ASA)	15 ea	\$25 ea		\$375
Custom direction signs for intersections	6 ea	\$150 ea		\$750
Steel sign posts	44 ea	\$30 ea		\$1,320
Revised map for staging area signs	2 ea	\$250 ea		\$500
Contingency 10% (rounded)				\$1,800
GST 5% (rounded)				\$1,000
Totals			\$4,650	\$20,695
Combined Total				\$25,345

On-going Trail Maintenance/Operations

The Club has secured paid sponsorships for two of their other trails at \$3,500 each per year. Sponsorship funds are primarily intended to fund trail maintenance with excess funds, when available, being directed to development projects. Although a number of potential sponsors have been approached in regards to the Smith Mills Trail, the sponsorship of this trail remains available. Two additional potential sponsors have recently been identified who will be approached later this fall. Club volunteers will carry out as much of the maintenance as possible however when the work required is beyond the ability of the volunteers, contracted services such as slashing crews and mulchers will be hired. It should also be noted that in part related to the sale of the Club's groomer but also the magnitude of the work and cost associated with past donated grooming services, the Club at their Annual General meeting in October is expected to consider the option of paying for at least part of these grooming services. The other financial resources of the Club will be redirected to the maintenance of this addition and the existing trail as required.

Maps

Two maps have been attached showing the proposed addition to the trail. The Brownvale Access Markup – SnowRiders Smith Mills Trail Map shows the proposed route on the current trail map. The second map, Brownvale Southend Loop Map, provides a satellite view of the proposed route only. The route on both maps is highlighted in pink. To assist in better understanding the proposed route, following is a description of the route starting at the south end Community Access:

- Community Access/Range Road 11
 - The Community Access is located at the north end of developed RR11 which is just to the north of the driveway to the residence noted in the next bullet. The Community Access sign would be located on the northeast side of this area that appears to have been widened to allow for vehicles to turn around. This location was chosen for the Community Access as this is where the local community has accessed the area to the north for recreation purposes in the past.
 - Note: Community Access locations are identified to allow those in the local area to access the trail on their snowmobiles, so no vehicle parking is intended. It is intended that those with vehicles utilize the existing East End Staging Area to the north of Figure Eight Lake.
 - Private land with a residence is located on the east side of RR11 road in NW25-84-1-W6. It should be noted that the road to the residence was not plowed last winter.
 - Grazing lease GRL980037 is located in 26-84-1-W6 on the west side of RR11.

- The route travels north for just over 1 mile on the road allowance which was upgraded to allow access to assets of Long Run Exploration Ltd. however these assets are not currently in operation.
- Undeveloped Township Road 850
 - At the intersection of undeveloped RR11 and TR850 the trail turns east travelling on Long Run Exploration Ltd.'s LOC 070325 for just over a half mile. Where the LOC turns north to access a lease, the route crosses PLA 072349.
 - The route continues to the east for the remainder of the mile and then turns north on what would be undeveloped RR10. After leaving the LOC the route continues to remain very open and is taken to have been used as an access for the cutblocks to the north, hence this will be referred to as the forestry access.
- Undeveloped Range Road 10 – Part 1
 - Just north of the intersection with TR850 is the intersection with the proposed loop.
 - The portion to the east, which will be referred to is the East Loop Leg, will be described later in this document. The remainder of this section deals with the trail as it heads north on the forestry access.
 - About ¾ of a mile north, the route deviates east, due to a creek crossing, into NE2-85-26-5 and then to the west, into NE1-85-1-6 and SE12-85-1-6 before again joining undeveloped RR10 briefly.
 - Note: The route does impact CNT 920348 – moose habitat in NE1-85-1-6 and SE 12-85-1-6 however the Club has been advised that this consultative notation will not impact the route utilizing the existing forestry access.
- Section 11-85-26-5
 - The route continues to utilize the forestry access which angles northeast through the SE and NE portions of the section before it crosses briefly in to NW12-85-26-5 and turns west where it joins in to follow the north boundary of the section for just under a mile. Although this mile was also used to access cutblocks to the north, the regrowth of willow and small trees is greater than the previous sections of the route which to this point have little to no regrowth.
- Undeveloped Range Road 10 – Part 2
 - The route then turns north again on RR 10 for approximately 1 ¾ miles. The willow growth is substantial in the cutblock areas and in the forested areas the blow down is substantial with numerous trees blocking access. As a result, the Club has been unable to fully inspect the area as shown on the satellite map in spite of several efforts to do so.

- **Mercer DLO 940800**
 - The route then angles to the northwest onto the Mercer DLO where it passes through NE24-85-1-6 and SW & NW 25-85-1-6 before connecting with the existing Smith Mills Trail which also shares use of a portion of this DLO. The Club has also been unable to fully inspect this area by access from the north due to substantial willow regrowth.
 - Note: All areas not inspected to this time will be flagged in advance of the start of development work to ensure the proposed route is not deviated from.
- **East Leg Loop**
 - The route utilizes an existing cutline to the northeast through SW2-85-26-5 and into SE2-85-26-5 crossing a creek before arriving at abandoned lease site ABD 7-2. This cutline has some small regrowth and some larger trees which have fallen across the cutline. The lease itself has some regrowth hence the route will wind through to minimize impact.
 - The route leaves the lease to the east on the lease access road, which includes a small hill that will provide a bit of a challenge for riders, before turning south on the east side of the section where the route again connects with undeveloped TR850. Similar to the previous cutline, the lease road has some small regrowth and fallen trees across the access.
 - Note: The reason that this route was chosen over the alternative of a straight run on undeveloped TR850 is that there is merchantable timber between the creek and the connection on the east side, and a substantial water crossing is eliminated as the creek has been dammed in this area.
 - The route continues east for 2 miles on undeveloped TR850 where it connects with the existing Smith Mills Trail after crossing the TC Energy Corporation pipeline right of way containing PLA770605 & 2823. A portion of this route has small regrowth with fallen trees with the final mile having more substantial regrowth.
 - This will be the second crossing of this pipeline right of way as the existing Smith Mills Trail shares the pipeline right of way travelling north where it crosses this right of way on the Mercer DLO also known as the Smith Mills Road.

Stream Crossings

There are only two stream crossings along the proposed route, both on the same small stream. This appears to be a run off stream with little to no water under the snow/ice in winter.

- NE2 -85-26-5 – This crossing, on the forestry access, has banks on each side and will require some annual snow fill to allow for snowmobile crossing.
- SE2-85-26-5 – This crossing has virtually no bank on the east side where a meadow exists. There is a bit more of a bank on the west side but normal snow conditions are expected to allow for snowmobile access.

Other Topographical Considerations

There are only a couple of other such considerations:

- There is some erosion along the east side of undeveloped RR 11 however there is sufficient area on the west side of the road allowance for the trail. If after further inspection or in the future should this be viewed as a hazard, the route and/or the hazard will be more clearly marked.
- There is a small hill in SE2-85-26-5 on the lease access road that has a draw at the bottom. It is anticipated that some annual snow fill will be required to smooth out the crossing of the draw.

Stakeholders

Counties

- Clear Hills County
 - A portion of this route is within this County.
 - The Community Access is proposed for the north end of RR11 just north of the driveway to the residence, where the developed portion of the road ends.
 - The route proposes to use portions of undeveloped road allowance RR11 and TR850 which access leases and pipelines that are currently not operational.
- County of Northern Lights
 - A portion of this route is within this County.
 - The route proposes to use a portion of undeveloped road allowance TR850 which has also been used for lease and forestry access in the past.

Industrial Dispositions

- Long Run Exploration Ltd. – Crossing Consent dated 08SEP20.
 - Shared access on undeveloped RR11 which accesses MSL11205, 070151 & 070409.
 - Shared use of LOC070325 which accesses MSL070409.
 - Crossing of PLA072349.
- TC Energy Corporation – Letter of Support dated 14SEP20.
 - Crossing of pipeline right of way containing PLA770605 and PLA2823.

Forest Disposition

- Mercer Peace River Pulp Ltd. – Letter of Support response dated 17SEP20
 - Within FMA0900045.
 - Shared use of an additional portion of DLO940800.
- Canadian Forest Products Ltd. – Letter of Support dated 09SEP20.
 - Within CLTP190001.
- Zavisha Sawmills Ltd. – Letter of Support dated 04SEP20.
 - Within CLTP190002 and 190004.

Trapline Dispositions

- Johnny Rijavec - Letter of Support dated 08SEP20.
 - Within RFMA2038
- Laurent Vasseur – **Support not provided.**
 - Within RFMA2141
 - Letter dated 02AUG19 requesting preliminary consultation and registered letter dated 03SEP20 have not been responded to.

Associated Stakeholders

Although not directly impacted by the trail, the following are viewed as associated stakeholders for the reasons as stated and hence have been consulted:

- Everett Bagan – Letter of Support dated 14SEP20.
 - GRL35994 which is on the south side of the trail in NE31-84-25-5.
- Shane Koyman – Letter of Support dated 13SEP20.
 - GRL980037 which is on the west side of the of the Community access and undeveloped RR11.
 - As Shane advised that the grazing lease was in the process of being transferred, the new lease holder, Scott Driedger was also consulted.
 - Letter of Support dated 15SEP20.
- David and Marina Giene – Owners of private land NE25-84-1-6 with the residence on the east side of RR11 in the area of the Community Access. As the residence appeared to be vacant and other contact information including the Land Title search was not helpful, it took over a year to make contact. This contact took place earlier this month at which time the Club was informed that the land had just been sold. The sale was confirmed by other sources, however as the transfer has not been registered the name and contact information of the new owners remains privileged information. As is normal practice

for the Club with any change of stakeholder, the Club will contact the new owner to introduce the Club and the associated trail once the transfer has been registered.

- Last Lake Guest House (Gosse & Hilda de Jong) – Letter of Support dated 04SEP20.
 - This business has a vested interest in the addition to the trail as stated earlier.
- MD of Peace No. 135 – Although this addition and the original trail are not within their area, it is in very close proximity and hence is expected to benefit the residents of the MD. A presentation was provided to the Council at the early stages of this project on September 10, 2019.

Closing Comments

Final approval will only be considered to be in place once all three (3) of the primary stakeholders – Clear Hills County, County of Northern Lights and Alberta Environment and Parks have provided their approvals. Following the receipt of these approvals, any required stakeholder agreements will be executed prior to the start of development.

As my workload has limited my ability to carry out the Stakeholder Liaison duties, Dwayne Buchholtz will be filling in until the Annual General meeting in October. Should you have any questions, do not hesitate to contact Dwayne at 780-618-1504 or ameninc@outlook.com.

Submitted by:



Megan Morey

Director/Stakeholder Liaison
Peace Valley Snow Riders
c/o Tim Lagace
8333 – 101 Avenue
Peace River AB T8S 1N3

Original with all attachments via email to:

- Audrey Bjorklund – Clear Hills County (Audrey@clearhillscounty.ab.ca)
- Trinity Schmidt – County of Northern Lights (csc@countyofnorthernlights.com)
- Jeff Poeckens – Alberta Environment and Parks (Jeff.Poeckens@gov.ab.ca)

Copy with all attachments via email to:

- Ernie Brauer – President, Peace Valley Snow Riders (erniebrauer@gmail.com)
- Frank Armella – Secretary/Treasurer, Peace Valley Snow Riders (afranka@telus.net)

- Francois Allard – Director/Trail Development Committee Chair, Peace Valley Snow Riders (fallard@outlook.com)
- Travis Schmidt – Director/Trail Operations Committee Chair, Peace Valley Snow Riders (travisschmidt@live.ca)
- George Leger – Vice-President and Project Sponsor, Peace Valley Snow Riders (gleger@abnorth.com)

Copy with maps only via email to:

- Chris Brookes – Executive Director, Alberta Snowmobile Association (chrisbrookes@altasnowmobile.ab.ca)
- Doug Hansen – Mighty Peace Region Director, Alberta Snowmobile Association (dhansen@fcmi.net)

Attachments:

- Balance Sheet August 2020
- Brownvale Access Markup – SnowRiders Smith Mills Trail Map
- Brownvale Southend Loop Map (satellite view)
- Long Run Exploration Ltd. – Letter of Support and Crossing Consent dated 08SEP20. (2)
- TC Energy Corporation – Letter of Support dated 14SEP20.
- Mercer Peace River Pulp Ltd. - Letter of Support and response dated 17SEP20. (2)
- Canadian Forest Products Ltd. – Letter of Support dated 09SEP20.
- Zavisha Sawmills Ltd. – Letter of Support dated 04SEP20.
- Johnny Rijavec - Letter of Support dated 08SEP20.
- Laurent Vasseur - Letter dated 02AUG19.
- Laurent Vasseur - Registered letter dated 03SEP20.
- Everett Bagan – Letter of Support dated 14SEP20.
- Shane Koyman – Letter of Support dated 13SEP20.
- Scott Driedger – Letter of Support dated 15SEP20.
- Last Lake Guest House – Letter of Support dated 04SEP20.

Peace Valley Snow Riders

Balance Sheet as at August 31, 2020

Cash: Bank Balance as of July 31, 2020	\$25,657.77
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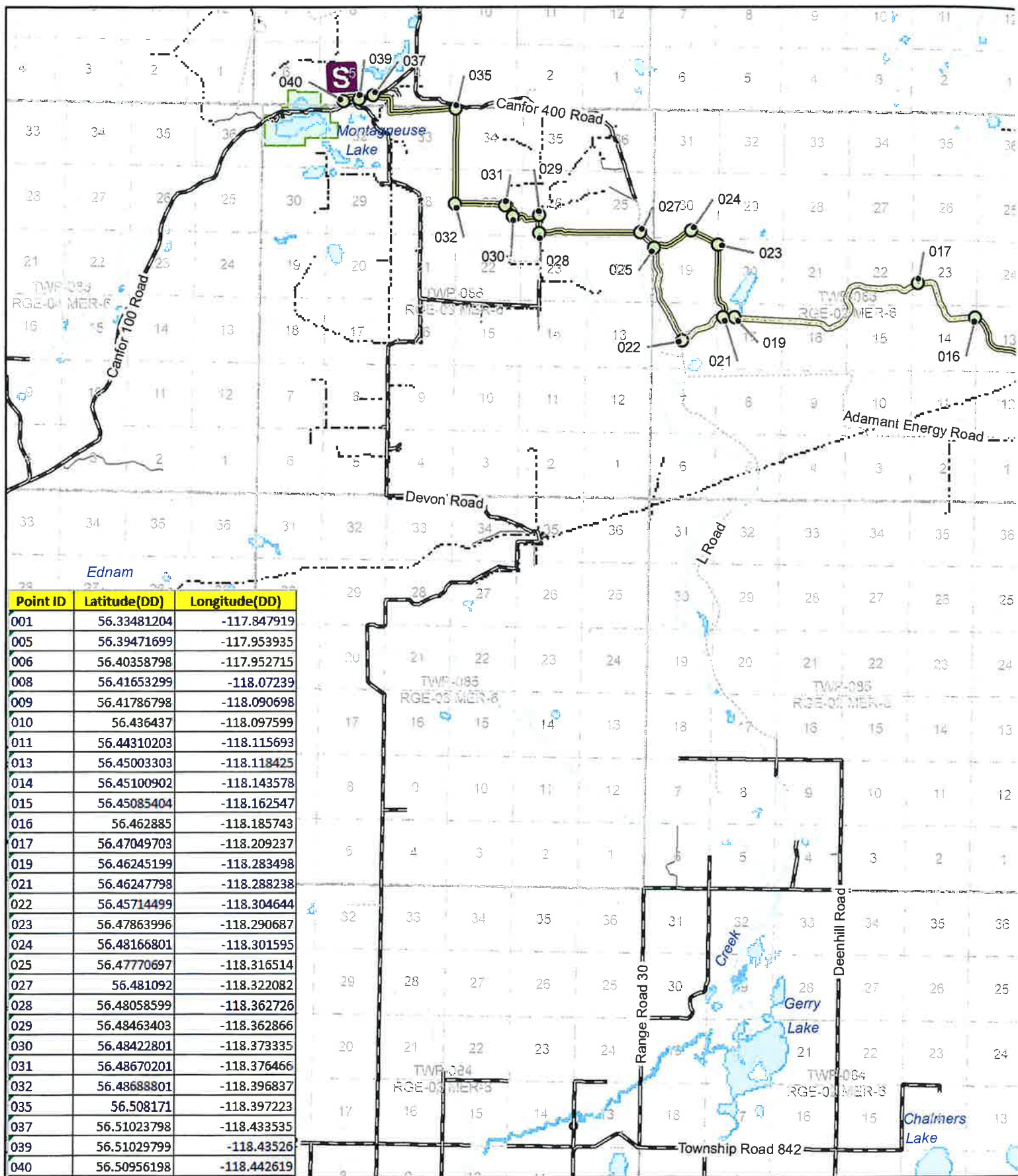
Deposits:	\$ 00.00
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Total Deposits	\$ 00.00
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Payables:	\$ 00.00
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Total Payables	\$ 00.00
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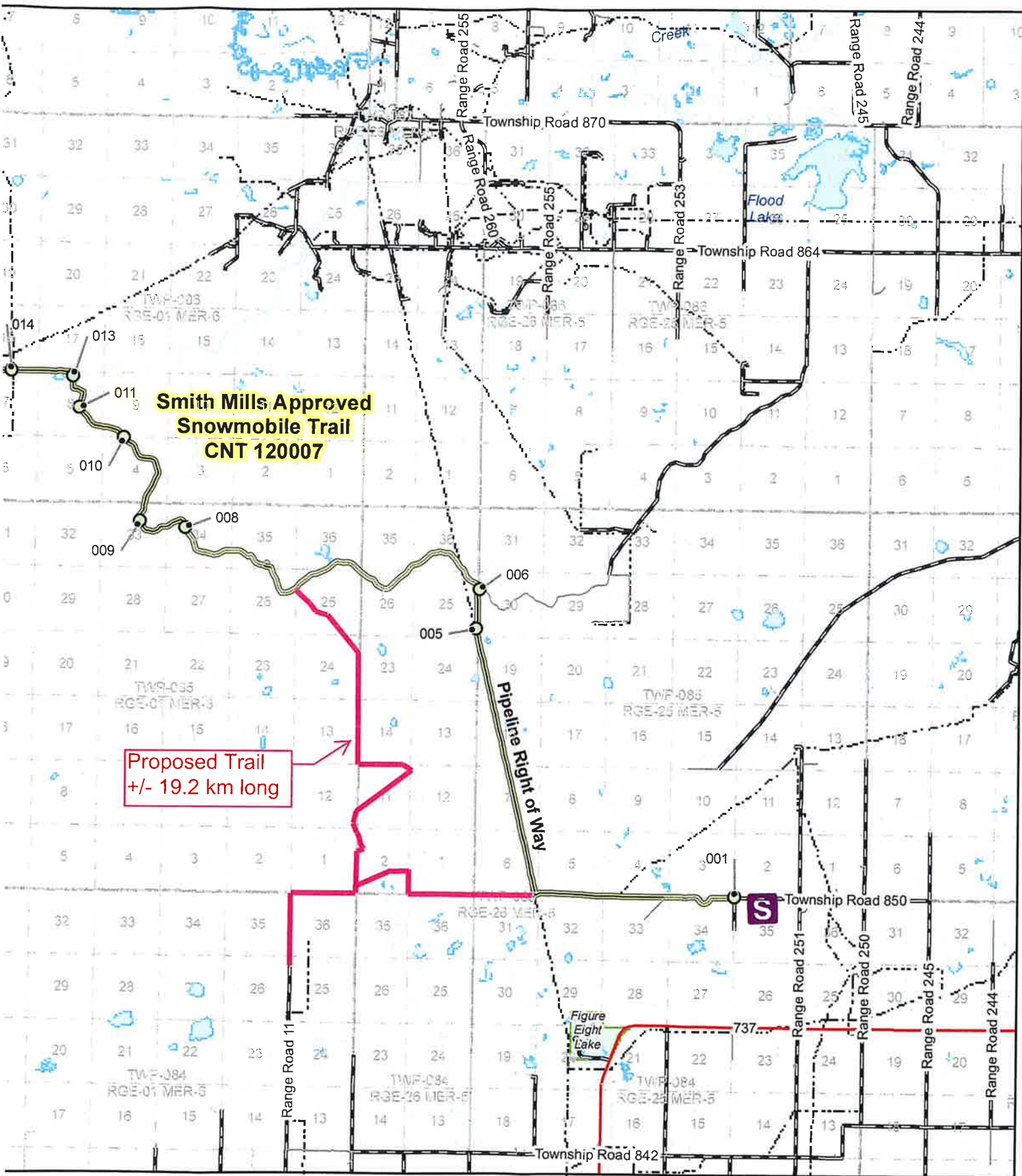
Bank Balance as of August 31, 2020
\$25,657.77



Peace Valley Snow Riders Approved and Proposed Trails Smith Mills Route



0 1.25 2.5 5 Km



- Proposed Brownvale Access/Southend Loop Trail
- Paved Road
- Powerlines
- Mill Points
- Gravel Road
- Pipeline
- Unimproved Road
- Truck-Trail
- 134 Provincial Park
- 134 Provincial Recreation Area
- 134 Wildland Provincial Park

Base Data Provided by the Government of Alberta
 under the Alberta Open Government Licence
 November 2014 - All Rights Reserved
 Prepared by the
 Peace Region Informatics Unit,
 EPO Government of Alberta 2015
 Information depicted is subject to change
 The Government of Alberta assumes no
 responsibility for discrepancies at time of use

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	October 13, 2020
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	Many Islands Seasonal Lots Request for Support
File:	71-10-02

DESCRIPTION:

Council is presented with the Many Islands Recreation Society's request for support to transition 8 existing campsites on the Many Islands Recreation Lease REC880016 into seasonal lots, following the same guidelines and regulations as the 8 seasonal sites that were constructed in 2019/2020.

BACKGROUND:

C490-19(10-08-19) RESOLUTION by Councillor Ruecker to support Many Islands Recreation Development Society proposal for developing seasonal campsites and apply to Alberta Environment and Parks for a Temporary Field Authorization to carry out the work to develop up to eight seasonal campsites on the Many Islands Recreation Lease REC880016. CARRIED.

BUDGET:

No budget impact on the County

ATTACHMENTS:

- Proposal letter

OPTIONS:

- Support the proposal
- Not support the proposal
- Propose the following....

RECOMMENDED ACTION:

RESOLUTION by.....to support Many Islands Recreation Development Society proposal to transition 8 existing campsites on the Many Islands Recreation Lease REC880016 into seasonal lots, following the same guidelines and regulations as the 8 seasonal sites that were constructed in 2019/2020.

Initials show support - Reviewed by:	Manager: 	CAO: 
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RECEIVED

SEP 29 2020

CLEAR HILLS COUNTY

September 25, 2020

Clear Hills County
Council
Box 240
Worsley, AB T0H 3W0

Dear Council:

RE: Many Islands Seasonal Lots

Many Islands Recreation Society would like to express our appreciation for the continuous support from Clear Hills County Council and administration over the years.

We are writing to request Councils support for 8 pre-existing lots in the Many Islands campground be transitioned to become seasonal lots. The lots would follow the same guidelines and regulations of the 8 seasonal sites that were recently built.

In 2019 the Many Islands group built 8 new seasonal lots with the support of Clear Hills County and Alberta Environment. These lots were the beginning of a new and great recreational opportunity for the community and surrounding area. The lots were advertised, and people interested submitted their names to have the opportunity to be drawn for one of the 8 new lots. The response was outstanding and over 30 names were submitted.

Through-out the summer the interest for additional sites kept rising, the group discussed the financial aspects of a new build, as well as transitioning 8 of the existing sites to seasonal. With our economy in an unknown state the group has agreed conditionally with Councils support to proceed with transitioning 8 of the existing sites to seasonal.

The transition of the 8 sites will bring in a \$4000.00 minimum profit a year with little to no cost to preform the transition from nightly to seasonal sites.

The sites will be advertised accordingly and then 8 names drawn at a future Many Islands Recreation Society meeting.

If you have any further questions or concerns, feel free to contact our president Tyson Magnowski at 780-835-8780 or Member Darin McLarty at 780-834-7004.

Yours truly,

Many Islands Recreation Society

Clear Hills County

Request For Decision (RFD)

Meeting:	REGULAR COUNCIL MEETING
Meeting Date:	October 13, 2020
Originated By:	Audrey Bjorklund, Community Development Manager, CLGM
Title:	RENTAL EQUIPMENT POLICY 6310
File:	63-10-02

DESCRIPTION:

Council is presented with the Rental Equipment Policy 6310 with clause 2.1 amended by removing "not available to rent through other rental agents with in the County's boundaries", as directed.

BACKGROUND:

C430-20(09-22-20) RESOLUTION by Councillor Janzen to amend Policy 6310 by amending Clause 2.1. by removing "not available for rent through other rental agents within the County's boundaries". CARRIED.

ATTACHMENTS:

- Policy 6310

OPTIONS:

1. Direct the following amendments to the policy.
2. Not amend the policy.
3. Adopt the policy as presented.

RECOMMENDED ACTION:

RESOLUTION by that Council adopt Policy 6310 as presented, with Clause 2.1. amended by the removal of "not available for rent through other rental agents within the County's boundaries".

Initials show support - Reviewed by:

Director:



CAO:





Clear Hills County

Effective Date: Amended for October 13, 2020 Council mtg.	Policy Number 6310
Title: RENTAL EQUIPMENT POLICY	

1. Policy Statement:

- 1.1. Clear Hills County recognizes the value of utilizing tax dollars to provide equipment available for rent to County residents, land managers and agricultural producers.

2. Purpose:

- 2.1. To supply equipment for rent that are only required occasionally or would not be economically feasible for individual agricultural producers or land managers to purchase. ~~and are not available for rent through other rental agents within the County's boundaries.~~
- 2.2. To provide innovative tools and equipment for local agricultural producers and land managers that promotes innovative agricultural management practices.
- 2.3. To provide tools and equipment that assist agricultural producers and land managers to comply with their legislative requirements under Alberta's Weed Control Act, Soil Conservation Act and Agricultural Pests Act.

3. Responsibilities

- 3.1. The Agricultural Service Board will recommend to Council a list of rental equipment and a schedule of fees for equipment deposits and rental rates.
- 3.2. The Agricultural Service Board may recommend to Council to purchase, replace, or liquidate rental equipment based on the three purposes in section 2.
- 3.3. Agricultural Services will provide the Agricultural Service Board with a list of rental rates and deposits based on the following structure:
 - 3.3.1. Equipment purchased to fulfil subsection 2.1 and 2.2 will have a rental rate to recover maintenance costs only;
 - 3.3.2. Equipment purchased to fulfil subsection 2.3 will have a minimal rental rate to maximize the equipment use;
 - 3.3.3. Deposits greater than the designated minimum amount will be double the rental rate of that equipment.

- 3.4. County staff will have knowledge of each piece of equipment and will inform the renter of proper operating procedures and safety precautions.
- 3.5. Agriculture Services will conduct pre- and post-rental inspections of all equipment to ensure equipment is in good condition, will operate properly and is safe to use.
- 3.6. Renters will sign a rental agreement form and assume responsibility for all costs associated with equipment returned damaged or not properly cleaned.
- 3.7. County staff will consider rental of equipment to other municipalities on a case by case basis.
- 3.8. County staff will refuse to rent out equipment that is unfit and/or unsafe for use.
- 3.9. Agricultural Services will provide an annual report to the Agricultural Service Board for a program review in February of each year.

4. Reference to Legislation

- 4.1. Weed Control Act
- 4.2. Soil Conservation Act
- 4.3. Agricultural Pests Act

5. End of Policy

ADOPTED:

Resolution C170(02/22/10)

Date: February 22, 2011

Resolution C422-18 (09/11/18)

Date; September 18, 2018

Resolution C433-19 (09/10/19)

Date: September 10, 2019

Clear Hills County

Request For Decision (RFD)

Meeting:	REGULAR COUNCIL MEETING
Meeting Date:	October 13, 2020
Originated By:	Audrey Bjorklund, Community Development Manager, CLGM
Title:	CONTINUING EDUCATION SCHOLARSHIP POLICY 6801
File:	68-02-02

DESCRIPTION:

The Policies & Priorities Committee is recommending Council adopt the amended Continuing Education Scholarship Policy that had clause 3.9 added that states recipients that fail to report and are invoiced for repayment of scholarship funds will be ineligible for future scholarships.

BACKGROUND:

P451-20(10-06-20) RESOLUTION by Reeve Croy to recommend Council adopt the amended Continuing Education Scholarship Policy 6801 with the addition of clause 3.9 that states recipients that fail to report and are invoiced for repayment of scholarship funds will be ineligible for future scholarships. CARRIED.

ATTACHMENTS:

- Policy6801

OPTIONS:

1. Direct the following amendments to the policy.
2. Not amend the policy.
3. Adopt the policy as presented.

RECOMMENDED ACTION: 2 motions required

RESOLUTION by that Council adopt Continuing Education Scholarship Policy 6801 with the addition of clause 3.9 that states recipients that fail to report and are invoiced for repayment of scholarship funds will be ineligible for future scholarships. CARRIED.

Initials show support - Reviewed by:

Director:

ABJ

CAO:

AO



Clear Hills County

Effective Date: P&P recommended for Oct 13, 2030	Policy Number 6801
Title: CONTINUING EDUCATION SCHOLARSHIPS POLICY	

1. POLICY STATEMENT

Clear Hills County recognizes the value of continued education and trades training among its citizens and will develop a policy to provide scholarships to Clear Hills County residents to assist with the costs to obtain additional education and training. These scholarships will be known as the Clear Hills County Continuing Education Scholarships.

2. BUDGET IMPLICATIONS:

2.1. An annual budget of \$50,000.00 will be set for continuing education scholarships, to be distributed based on approved scholarship applications, until the budget is depleted.

2.2. Each Scholarship will be to cover tuition costs to a maximum of \$3,000.00.

3. GENERAL

3.1. To be eligible for a scholarship applicant must

- Be a Canadian citizen or landed immigrant, and resident of Alberta.
- Be a resident of Clear Hills County or the Village of Hines Creek for no less than one year prior to applying.
- Be pursuing (in their first year) or continuing (in their second or future year of) a recognized apprenticeship, trades program, post-secondary education degree at a business school, college or university
- Be attending a series of computer or bookkeeping courses.
- Be physically attending a trade school, college or university, or taking the educational curriculum by internet driven distance learning and not physically attending a trade school, college or university
- Include a short essay as part of the application package, describing what they are doing or have done to make the County or Village of Hines Creek a better place to live, work or relax.

3.2. The annual application deadline will be September 1.

- 3.3. There will be a limit of one scholarship per successful applicant per year. Individuals may apply for a scholarship each year they will be attending an eligible program as set out in Section 3.6 of this policy.
- 3.4. Administration will review all applications and distribute the Scholarship funds to qualifying applicants in accordance with Section 2 of this policy.
- 3.4.1. A report will be made to Council after the distribution of the Scholarships each year.
- 3.4.2. If qualifying applications exceed the annual budget administration will present Council with the financial details for their direction prior to distribution of the Scholarship funds.
- 3.5. Applicants enrolled in multi-year education programs may submit a scholarship application annually, prior to the current academic year. Scholarships will not be approved for an academic year of post-secondary, apprenticeship, trades training or computer and bookkeeping courses that are in progress or previous academic years that have completed at the time of application.
- 3.6. Eligibility:
- Eligible Programs: Post-Secondary, Apprenticeship, Trades Training, Computer and Bookkeeping courses.
 - Ineligible Programs: No potential employment opportunity within the County.
- 3.6 Scholarship Payment: will be processed upon the Recipient providing proof that tuition or registration fee has been paid in the form of a receipt with the tuition or registration fee clearly identified, and completion of any necessary documentation or agreements. A debit or credit card slip is not considered proof of payment.
- 3.7 Proof of Completion: Recipients will provide a certificate or verification letter provided by the educating body confirming successful completion of the education the scholarship was received for. Failure to provide proof of completion will require the Recipient to repay the Scholarship in full.
- 3.8 Repayment Recipient will repay the scholarship if they do not complete the apprenticeship, trades, post-secondary program or computer/book keeping courses the scholarship was received for or fail to provide proof of completion within 8 weeks of completing the program or course.
- 3.9 Recipients that fail to fulfil the reporting requirements to the point in time that a demand for repayment invoice is issued will not be eligible to receive any further Continuing Education Scholarships.**

4. FORMS AND PROCEDURES

- 4.1. Administration will develop an application form for the Scholarship.
- 4.2. Administration will develop procedures as needed to address advertising, distribution and evaluation of applications.

5. END OF POLICY

ADOPTED

Resolution C236-14(04/08/14)

Date: April 8, 2014

AMENDED

Resolution C774-14(11/12/14)

Date: November 12, 2014

Resolution C860(12/09/14)

Date: December 9, 2014

Resolution C486-16(09/13/16)

Date: September 13, 2016

Resolution C389-18(08-14-18)

Date: August 14, 2018

Resolution C14-19(01-08-19)

Date: January 8, 2019

Resolution C398-19(08/13/19)

Date: August 13, 2019

Resolution C215-20 (04-21-20)

Date: April 21, 2020

Resolution C

Date:

Clear Hills County

Request For Decision (RFD)

Meeting:	REGULAR COUNCIL MEETING
Meeting Date:	October 13, 2020
Originated By:	Audrey Bjorklund, Community Development Manager, CLGM
Title:	LIBRARY FUNDING POLICY
File:	74-02-02

DESCRIPTION:

The Policies & Priorities Committee recommends Council require reporting on all unconditional grant, based on that recommendation Council is presented with the Library Funding Policy 7006 that has been amended with the addition of Section 3. Reporting.

BACKGROUND:

P450-20(10-06-20) RESOLUTION by Councillor Frixel that this committee recommend that Council amend Cemetery Grant Policy 5601, by adding reporting requirements for how the funds are used, and include this reporting requirement for all other unconditional grants the County may offer, and bring the amended policies back to a future Regular Council Meeting.
CARRIED.

ATTACHMENTS:

- Policy 5601

OPTIONS:

1. Direct the following amendments to the policy.
2. Not amend the policy.
3. Adopt the policy as presented.

RECOMMENDED ACTION:

RESOLUTION by that Council adopt Library Funding Policy 7006 that has been amended with the addition of Section 3. Reporting.

Initials show support - Reviewed by:

Director:

ABj

CAO:

ABj



Clear Hills County

Effective Date: November 23, 2016

Policy Number: **7006**

Title: **LIBRARY FUNDING POLICY**

1. Policy Statement

- 1.1. Clear Hills County recognizes the value of the services offered by the public libraries and will provide funds to maintain service levels and current technology, separate from the funding provided under the Peace Library System funding agreement.
- 1.2. Clear Hills County will provide funds in the operating budget for these purposes.

2. General

- 2.1. Clear Hills County will provide \$4,000 of unconditional funding annually to each of the following four local libraries:
 - Cherry Canyon Community Library (Bear Canyon)
 - Menno Simons School Library (Cleardale)
 - Worsley Central School Library
 - Hines Creek Public Library
- 2.2. Clear Hills County will provide \$500 of operating funding annually to each of the following five local libraries to prevent reduction of service levels:
 - Cherry Canyon Community Library (Bear Canyon)
 - Menno Simons School Library (Cleardale)
 - Worsley Central School Library
 - Hines Creek Public Library
 - Fairview Public Library
- 2.3. This funding will be distributed directly to each of the libraries by March 31 of the current fiscal year

3. Reporting

- 3.1. Each Library will provide a written report on how the unconditional grant funds were used by December 31 annually..
- 3.2. Libraries that fail to provide a report on how the unconditional grant funds were used will not be eligible to receive future grants from Clear Hills County.

4. End of Policy

ADOPTED

Resolution: C172(02/22/11)

Date: February 22, 2011

Resolution: C674-16(11/23/16)

Date: November 23, 2016

Clear Hills County

Request For Decision (RFD)

Meeting:	REGULAR COUNCIL MEETING
Meeting Date:	October 13, 2020
Originated By:	Audrey Bjorklund, Community Development Manager, CLGM
Title:	GENERAL GRANT POLICY 7003
File:	62-02-02

DESCRIPTION:

The Policies & Priorities Committee recommends Council require reporting on all unconditional grant, based on that recommendation Council is presented with the General Grant Policy 7003 that has been amended to include Section 4. Reporting.

BACKGROUND:

P450-20(10-06-20) RESOLUTION by Councillor Frixel that this committee recommend that Council amend Cemetery Grant Policy 5601, by adding reporting requirements for how the funds are used, and include this reporting requirement for all other unconditional grants the County may offer, and bring the amended policies back to a future Regular Council Meeting.
CARRIED.

ATTACHMENTS:

- Policy 5601

OPTIONS:

1. Direct the following amendments to the policy.
2. Not amend the policy.
3. Adopt the policy as presented.

RECOMMENDED ACTION:

RESOLUTION by that Council adopt General Grant Policy 7003 that has been amended with the addition of Section 4. Reporting.

Initials show support - Reviewed by:

Director:



CAO:





Clear Hills County

Effective Date: April 9, 2019

Policy Number: **7003**

Title: **GENERAL GRANTS**

1. Policy Statement

- 1.1. Clear Hills County may provide grants to community organizations and individuals, and establish a system for evaluating applications and requests.

2. General

- 2.1. Council may annually during budget deliberations, establish a budget for general grants.
- 2.2. Council may maintain a reserve to assist community organizations and individuals.

3. Applications

- 3.1. Applications and requests for general grants will be accepted throughout the year.
- 3.2. Applications and requests will be evaluated as received.
- 3.3. Applications and requests shall include the following information or documentation:
 - A clear statement of the purpose of the proposed grant
 - Current estimates of total costs (excluding GST)
 - Project budget indicating all anticipated sources of revenue
 - Identify target group(s) for project
 - A clear statement of the benefit to project participants
 - A clear statement of how the project contributes to the County and/or area residents quality of life.

- 3.4. The following criteria will be used to determine eligibility of funding:

- Fund Raising Efforts
- Other Potential Funding Sources
- Contribution to Area Residents Quality of Life

3.5 Capital Projects: Funding for construction of, or improvements to facilities and land will require:

- 3.5.1 Proof of the right to be there: proof of ownership or lease, or use agreement with facility/site owner.
- 3.5.2 A dissolution agreement with the County, unless there is an existing dissolution agreement for the facility or site with another publicly funded entity, such as a school division or another municipality.

3.6 Ineligible activities: Services provided under this grant program must not provide primarily for the recreational needs or leisure time pursuits of individuals, offer direct assistance (including money, food, clothing or shelter) to sustain an individual or family, or duplicate services that are ordinarily provided by a government or government agency.

4. Reporting

- 4.1. General Grant recipients will provide a written report on how the grant funds were used within 90 days of the completion of the project or program the grant was received for.
- 4.2. General Grant recipients that fail to provide a report on how grant funds were used will not be eligible to receive future Grant from Clear Hills County.

5. End of Policy

ADOPTED

Resolution #C193-02

Date: March 23, 2004

AMENDED

Resolution# C625(09/23/08)

Date: September 23, 2008

Resolution# C433(05/25/10)

Date: May 25, 2010

Resolution# C410-16(07/19/16)

Date: July 19, 2016

Resolution# C187-19(04/09/19)

Date: April 9, 2019

Clear Hills County

Request For Decision (RFD)

Meeting:	REGULAR COUNCIL MEETING
Meeting Date:	October 13, 2020
Originated By:	Audrey Bjorklund, Community Development Manager, CLGM
Title:	CEMETERY GRANT POLICY 5601
File:	56-02-02

DESCRIPTION:

The Policies & Priorities Committee recommends Council require reporting on all unconditional grant, based on that recommendation Council is presented with the Cemetery Grant Policy 5601 that has been amended to include Section 4. Reporting, and reference to reporting requirements on the application form.

BACKGROUND:

P450-20(10-06-20) RESOLUTION by Councillor Frixel that this committee recommend that Council amend Cemetery Grant Policy 5601, by adding reporting requirements for how the funds are used, and include this reporting requirement for all other unconditional grants the County may offer, and bring the amended policies back to a future Regular Council Meeting.
CARRIED.

ATTACHMENTS:

- Policy 5601

OPTIONS:

1. Direct the following amendments to the policy.
2. Not amend the policy.
3. Adopt the policy as presented.

RECOMMENDED ACTION:

RESOLUTION by that Council adopt Cemetery Grant Policy 5601 that has been amended to include Section 4. Reporting, and reference to reporting requirements on the application form.

Initials show support - Reviewed by:	Director:	CAO:
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ABj

ABj



Clear Hills County

Effective Date: **Amended for October 13, 2020 Council mtg**

Policy Number: **5601**

Title: **CEMETERY GRANT**

1. Policy Statement

- 1.1. Clear Hills County will provide funds in the annual budget for the purpose of assisting with the maintenance or upgrading of public cemeteries and burial sites within the County.

2. Role of Council

- 2.1 Council may set an amount within the annual budget, to be distributed as a cemetery maintenance grant.
- 2.2 Council shall review grant applications and shall distribute funds (to a maximum of \$500/yr per cemetery).
- 2.3 Cemetery grant funding is unconditional and the cemetery operating group may use it as necessary for the upgrade and/or maintenance of the cemetery site.
- 2.4 Council reserves the right to decline a grant application if the application does not fall within the guidelines for which the funds are to be used.

3. Guidelines

- 3.1. Applications must be submitted using the application form in Appendix "A" annually.
- 3.2. First time applications for burial sites that are not part of a registered cemetery must provide proof of registration as an archaeological site or have a habendum clause registered on the property.

4. Reporting

- 4.1. Grant recipients will provide a written report on how the grant funds were used and provide one of the following by December 31, annually.
 - 4.1.1. Photograph showing maintenance or operating activity the funds were used towards, OR
 - 4.1.2. Financial statement or copy of bank statement showing that funds are being saved for larger project.
- 4.2. Grant recipients that fail to provide a report on how grant funds were used and verification by way of a photograph or financial verification that funds are being saved will not be eligible to receive future Cemetery Grant funds for any of the cemeteries or burial sites that Grant Recipient maintains.

5. End of Policy

AMENDED: Resolution #C876-03	Date: November 25, 2003
AMENDED: Resolution #C447-04	Date: May 25, 2004
AMENDED: Resolution #C505(05/23/06)	Date: May 23, 2006
AMENDED: Resolution #C213(04/10/07)	Date: April 10, 2007
AMENDED: Resolution #C358(05/22/07)	Date: May 22, 2007
AMENDED: Resolution #C695(09/28/10)	Date: September 28, 2010
AMENDED: Resolution #C160(02/22/11)	Date: February 22, 2011
AMENDED: Resolution #C398(06/25/13)	Date: June 25, 2013
AMENDED: Resolution #C860(12/09/14)	Date: December 9, 2014

Clear Hills County
Box 240, Worsley, AB, T0H 3W0
Phone: (780) 685-3925 Fax: (780) 685-3960
E-mail: info@clearhillscounty.ab.ca

CEMETERY GRANT APPLICATION FORM

CEMETERY

Cemetery Name: _____

Cemetery Location: _____

CHEQUE INFORMATION

Operating Organization or Person: _____

Contact Person: _____

Mailing Address: _____

Phone: cell _____ home _____ fax _____

Email: _____

APPLICATION FOR

Annual **\$500.00** Cemetery Grant

The Cemetery Grant is a grant to be used at the discretion of the operating group to improve or maintain the Cemetery. This grant may be used for current year maintenance and projects or banked and saved for larger projects at the cemetery.

Describe how this Cemetery Grant will be used at the Cemetery named above: _____

DECLARATION

I declare that:

- I am authorized representative for the above organization.
- The funds from this grant will be used to maintain or improve the above noted cemetery
- **A written report on how the funds were used and the necessary documentation to verify that use will be provided to the County by December 31, _____. I understand that failure to provide this reporting will make the above organization ineligible for the Cemetery Grant program.**

SIGNATURE: _____

PRINT NAME: _____

TITLE: _____

DATE: _____

Clear Hills County

Request For Decision (RFD)

Meeting:	REGULAR COUNCIL MEETING
Meeting Date:	October 13, 2020
Originated By:	Audrey Bjorklund, Community Development Manager, CLGM
Title:	OPERATION OF STONEY, SULPHUR & RUNNING LAKE CAMPGROUNDS
File:	71-10-02

DESCRIPTION:

In anticipation of the Province agreeing to Clear Hills County taking over the operation of the three Provincial Campgrounds – Stoney, Sulphur & Running Lake the Policies & Priorities Committee directed administration to bring a list of operating requirements for these sites.

BACKGROUND:

P447-20(10-06-20) RESOLUTION by Councillor Giesbrecht to bring back a list of operating requirements for community groups for the three provincial parks: Stoney, Sulfur and Running Lakes to a future Regular Council Meeting.
CARRIED.

General Scope of Work:

1. Operation of overnight camping, boat launch and day use facilities at the site for public use and enjoyment from May 15 to September 15 annually.
2. Maintenance and improvement at the site for public use and enjoyment.
3. Maintain the site in a clean condition and perform all maintenance necessary to keep the improvements in a good and serviceable condition.
4. Notify the county of any emergency, damages or contamination.
5. Employ or otherwise engage the necessary personnel to perform its obligations under the operating agreement.
6. Ensure all sanitation equipment and sanitation procedures comply with Environmental Legislation including all provincial and federal health standards.
7. Maintain and replace signs relating to the campground.
8. Ensure all equipment (other than User's personal property, including vehicles) brought onto the site are free of weeds, fluid leaks and have been thoroughly cleaned of dirt, soil weeds, seeds and propagules.
9. Upon termination or expiry of the operating agreement the operator shall leave the site in the same condition as existed at the date of the agreement, reasonable wear and tear excepted, except for improvements or changes that the County/Province has agreed to in writing may remain.
10. Use only suitable animal proof garbage and recyclable containers and storage facilities that have been approved by County or Provincial Representative.

Initials show support - Reviewed by:

Director:

ABj

CAO:

ABj

11. Control or eradicate noxious and prohibited noxious weeds (as defined by the Weed Control Act) as required by the Environmental Code of Practice for Pesticides using herbicides approve by the County or Province's Representative.
12. Operators will be required to provide proof of insurance, WCB coverage.
13. Operators will be required to maintain records and data and provide annual operating report as required by Alberta Parks.

Maintenance Scope of Work:

1. Mow grass and "weed eating" as needed at campground, boat launch and day use area.
2. Collect camping fees
3. Rake and tidy campsites after campers leave.
4. Rake and tidy picnic areas at day user area as needed based on use.
5. Empty garbage and fish cleaning stands as needed to maintain a clean and serviceable condition.
6. Arrange to have firewood available to campers in firewood containment shelter.
7. Repair and maintain picnic tables and other amenities to maintain a clean and serviceable condition.
8. Ensure outhouses are sanitized and emptied to maintain a clean and serviceable condition.

RECOMMENDED ACTION:

RESOLUTION by that Council accept for information the draft Operating Requirements for potential operators of the Running Lake, Sulphur and Stoney Lake Campgrounds, in the event that the Province does enter into an agreement authorizing the County to operate these sites.

Initials show support - Reviewed by:

Director:

CAO:



Clear Hills County

Request For Decision (RFD)

Meeting:	REGULAR COUNCIL MEETING
Meeting Date:	October 13, 2020
Originated By:	Audrey Bjorklund, Community Development Manager
Title:	2021 TRADESHOW & BBQ PLANNING
File:	63-02-02/11-02-02

DESCRIPTION:

Following up on the Policies & Priorities Committee's recommendation to include the Tradeshow and BBQ in the 2021 budget and start planning for these events Council is presented with information on gathering restrictions in the current Phase 2 pandemic relaunch situation. Premier Kenney has announced that Albertans should be prepared for Phase 2 to remain in effect for a year and possibly longer.

BACKGROUND:

- P454-20(10-06-20) RESOLUTION by Reeve Croy that this committee recommend that Council plan for Tradeshow, include it in the budget and review in December/January to determine if the pandemic situation indicates that it should be cancelled. **CARRIED.**
- P455-20(10-06-20) RESOLUTION by Deputy Reeve Bean that this committee recommend that Council plan for the annual BBQ, include it in the budget and review it prior to the 4H Annual Show and Sale to determine if the pandemic situation indicates that the 2021 Clear Hills County BBQ should be cancelled. **CARRIED.**

Indoor Gatherings – no more than 50 people, including attendees, photographers, staff and volunteers (also includes exhibitors)

Outdoor Gatherings – no more than 100 people, including attendees, photographers, staff and volunteers (also includes exhibitors)

Serving Food – No self serve

- Non-self serve buffet is an option. Food is screened from public, they can select items, it is plated and handed to them.
- All condiments, salt, pepper, butter must be in individual serving packets that are also bagged/placed in container and handed to guest.
- Cutlery and napkin in individual package handed to guest.
- Seating for eating must be placed at the 2 meter distance apart.

Seeking input – Location, dates, how to manage the "100" capacity.

Sanitization/Food Safety Considerations:

Food must be prepared in an inspected kitchen.

Options - Food trucks that are Alberta Health Services inspected and certified.

RECOMMENDED ACTION:

RESOLUTION by that Council

Initials show support - Reviewed by:

Director:

CAO:



Clear Hills County

Request For Decision (RFD)

	Regular Council Meeting
Meeting Date:	October 13, 2020
Originated By:	Ron Jensen, Public Works Manager
Title:	2020-P03 – Worsley Walking Path Snow and Ice Removal
File:	32-02-02

DESCRIPTION:

A discussion regarding the Worsley Walking Path Snow and Ice Removal is required.

Council proceeded to tender for the Snow & Ice Removal for the Worsley Hamlet Walking Path, Tenders were opened on September 22, 2020, no tenders were received for this project.

BACKGROUND / PROPOSAL:

C416-20(09-22-20) RESOLUTION by Reeve Croy to open Proposals RFP-2020-P03 – Worsley Walking Path Snow and Ice Removal, analyze results and bring back a recommendation to a future regular council meeting. CARRIED.

Company	Amount
NO TENDERS RECEIVED	

C45-17(01/24/17) RESOLUTION by Reeve Ruecker to award proposal 2016-P04 Snow & Ice Removal for the Worsley Walking Path to One-eyed Disposal for \$50.00 per hour, plus salt at the cost of \$25.00 per bag, excluding GST. CARRIED.



BUDGET:

Hamlet of Worsley snow removal budget including streets.

\$40,000.00

RECOMMENDED ACTION:

RESOLUTION by to

Initials show support - Reviewed by:	Manager: 	CAO: 
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Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	October 13, 2020
Originated By:	Ron Jensen, Public Works Manager
Title:	Tender Award 2020-P04 – Cleardale Walking Path Snow and Ice Removal
File:	32-09-21

DESCRIPTION:

Council is presented with information regarding the awarding of the 2020-P04 – Cleardale Walking Path Snow and Ice Removal

C417-20(09-22-20) RESOLUTION by Deputy Reeve Bean to open Proposals RFP-2020-P04 – Cleardale Walking Path Snow and Ice Removal, analyze results and bring back a recommendation to a future regular council meeting. CARRIED.

Company	Amount
RuCo Enterprises Ltd.	\$70/hr

C601-19(11-26-19) RESOLUTION by Deputy Reeve Bean to extend the current Cleardale Walking Path Snow Removal Contract and have it expire on April 30, 2020. CARRIED.

C46-17(01/24/17) RESOLUTION by Councillor Fletcher to award proposal 2016-P05 Snow & Ice Removal for the Cleardale Walking Path, to RUCO for \$60.00 per hour, excluding GST. CARRIED.

BUDGET:

Hamlet of Cleardale snow removal budget including streets.
\$31,000.00

2019/2020 season actual
\$10,526.05

RECOMMENDED ACTION:

RESOLUTION by..... to award 2020-P04 – Cleardale Walking Path Snow and Ice Removal, to RuCo Enterprises Ltd. for \$70.00 per hour, excluding GST.

Initials show support - Reviewed by:

Manager:

RT

CAO:

[Signature]

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	October 13, 2020
Originated By:	Ron Jensen, Public Works Manager
Title:	Tender Award 2020-14 Access Road SE 32-85-8-W6M
File:	31-23-69

DESCRIPTION:

Tenders were opened for 2020-14 Access Road SE 32-85-8-W6M earlier in today's meeting.

BACKGROUND:

C255-20(05-26-20) RESOLUTION by Reeve Croy to proceed to tender for approximately ¼ mile of road construction along SE 32-85-8-W6M. CARRIED.

C562-19(10-22-19) RESOLUTION by Reeve Croy to include \$100,000.00 in the 2020 Public Works capital budget to build an access road to SE 32-85-8-W6M. CARRIED.

C459-19(09-24-19) RESOLUTION by Councillor Ruecker to award RFQ 2019-10 Invitational Wetland Assessment to Velocity Group for the amount of \$2,705.00 (two thousand, seven hundred and five dollars). CARRIED.

BUDGET:

BUDGET:
\$100,000.00 – 2020 Capital Budget

Expenses to Date:
\$2,705.00 – Engineering (Wetland Assessment Report)

Remaining Budget
\$97,295.00

ATTACHMENTS:

RECOMMENDED ACTION:

RESOLUTION by..... to award Tender 2020-14 Access Road SE 32-85-8-W6M to

Initials show support - Reviewed by:

Manager:

RJ

CAO:

[Signature]

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	October 13, 2020
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	CDM REPORT
File:	62-02-02

DESCRIPTION:

At this time the Community Development Manager will have an opportunity to report on Community Development topics.

BACKGROUND:

Biggest Vegetable Contest Winners:

<u>Category</u>	<u>Kids (12 & under)</u>	<u>Adult (13 & over)</u>
Beets	Harper Papp	Doug Richardson
Cabbage	no entries	Doug Richardson
Carrots	Harper Papp	Harvey Edmunds
Onions	Kyle Kamphuis	Joe and Mary Luka
Other Squash	Harper Papp	Grace Zavisha
Potato	Harper Papp	Doug Richardson
Pumpkin	Olivia Bean	Albert Speck
Tomato	Harper Papp	Grace Zavisha
Turnip	Alex Ross	Doug Richardson
Zucchini	Anthony Bjorklund	Loretta Waughtal
Most Unique	Harper Papp	Grace Zavisha
Corn	Leila Rossworm	Jody Clay

Pest & Predation Report January 1 to September 28, 2020

19 Wolves 3 from Traps 16 from Landowners

Total of 14 Individuals brought in wolves (2 Trappers and 12 Landowners)

RECOMMENDED ACTION:

RESOLUTION by _____ to accept the Community Development Manager's report to October 13, 2020, as presented.

Initials show support - Reviewed by:

Manager:

CAO:

Clear Hills County

Request for Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	October 13, 2020
Originated By:	Lori Jobson, Corporate Services Manager
Title:	CSM Report
File:	12-02-02

DESCRIPTION:

At this time, the Corporate Services Manager will have an opportunity to report on Corporate Services topics.

BACKGROUND:

Kelsey Lund will be returning to work on November 2, 2020 from her maternity leave. She will be returning to the Taxation Clerk position and Dawn will be returning to the Accounts Payable/Receptionist position.

Administration requested an update on the Assessment Review Model as Municipal Affairs did not release the information on the original date of October 1, 2020. We have now been told the anticipated date is some time mid-October. Interim budget preparations will continue as usual.

RMA held RiskPro 2020 online from September 22, 2020 – October 1, 2020. This annual event provides insurance education, risk management training, and claims best practices. For our participation, the County receives an insurance credit.

ATTACHMENTS:

- Consumer Price Index, for Alberta, for the period of August 2019 to August 2020

RECOMMENDATION:

RESOLUTION by...that Council accepts the Corporate Services Manager's report to October 13, 2020 as presented.

Initials show support - Reviewed by:

Manager:



CAO:



Products and product groups ^{3,4}	Alberta (map)				
	August 2019	July 2020	August 2020	July 2020 to August 2020	August 2019 to August 2020
	2002=100			Percentage change	
All-items	143.4	144.9	144.2	-0.5	0.6
Food ⁵	150.1	153.6	152.4	-0.8	1.5
Shelter ⁶	171.3	174.6	173.9	-0.4	1.5
Household operations, furnishings and equipment	122.6	122.6	122.7	0.1	0.1
Clothing and footwear	95.7	96.1	96.5	0.4	0.8
Transportation	146.2	148.2	146.4	-1.2	0.1
Health and personal care	138.8	140.3	139.9	-0.3	0.8
Recreation, education and reading	117.4	115.2	114.9	-0.3	-2.1
Alcoholic beverages, tobacco products and recreational cannabis	172.5	173.7	172.5	-0.7	0.0
All-items excluding food	142.3	143.4	142.7	-0.5	0.3
All-items excluding food and energy ⁷	140.2	141.3	140.8	-0.4	0.4
All-items excluding alcoholic beverages, tobacco products and smokers' supplies and recreational cannabis	142.5	144.0	143.3	-0.5	0.6
All-items excluding energy ⁷	141.9	143.4	142.7	-0.5	0.6
All-items excluding gasoline	143.0	144.8	144.1	-0.5	0.8
Energy ⁷	160.6	161.5	160.1	-0.9	-0.3
Goods ⁸	120.8	123.0	122.1	-0.7	1.1
Durable goods ⁸	91.6	93.4	92.9	-0.5	1.4
Semi-durable goods ⁸	99.0	100.2	100.1	-0.1	1.1
Non-durable goods ⁸	146.9	149.7	148.2	-1.0	0.9
Services ⁹	168.2	169.0	168.4	-0.4	0.1

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	October 13, 2020
Originated By:	Ron Jensen, Public Works Manager
Title:	Public Works Manager's Report
File:	32-02-02

- General Grading on all roads.
- Culverts are being installed progressively.
 - A report is attached for Councils review on the 2020 work completed to date. **Attachment #1**
- Mowers
 - A full cut is being done on all pavement and main roads.
- Carters camp slide work has started.
- Vanhorn Coulee update.
- October 1, 2020 – attended a Contractors Insurance Webinar

RECOMMENDED ACTION:

RESOLUTION by...to receive for information the Public Works Manager's Report, as presented.

Initials show support - Reviewed by:

Manager:

RJ

CAO:

2020 Public Works Approach/Culverts and Other Maintenance Projects

Date	Div	Project	Requested By	Location	Range Road	New	Replace	Completed	Notes
06-May	3	other work			Sulfer Lake rd		Y	Y	repair washout
07-May	4	Culvert			TWP 864		Y	Y	replace culvert
11-May	1	Culvert			RR 30		Y	Y	replace culvert
12-May	4	approach	Nick Hudak	NE 4- 87-7	RR73	Y		Y	rebuild approach & install culvert
12-May	4	approach	Peter Issac	NE 20-85-7	RR74		Y	Y	rebuild approach & install culvert
12-May	5	approach	Abe Issac	SW 18-87-7	RR80		Y	Y	rebuild approach & install culvert
14-May	5	Culvert		North of Hwy 64	RR94		Y	Y	replace culvert
19-May	3	approach	Chris Kamphuis		RR74	Y		Y	Build dry approach/no culvert
28-May	1	Culvert			RR35		Y	Y	replace culvert
17-Jun	3	Culvert		East of RR50	TWP 852		Y	Y	replace culvert
24-Jun	3	Culvert		south of TWP 860	RR 63		Y	Y	replace 2 culverts
24-Jun	4	Culvert		N of TWP 62	RR 75			Y	replace culverts & erosion control RR75
26-Jun	4	Culvert		E of RR84	TWP 874		Y	Y	replace culvert
29-Jun	6	Culvert		S of TWP 842	RR 103		Y	Y	replace 3 culverts
16-Jul	1	approach	K Greenlaw	SW 8 84 1	RR15	Y		Y	New build approach & install culvert
21-Jul	2	other work		N of TWP 842	RR60			Y	clean culverts to allow water flow
22-Jul	6	approach	Lyle Barrett	NW 29 84 10	RR 104		Y	Y	rebuild approach X 2
22-Jul	6	Culvert		Intersection of RR 100 & 850	RR100		Y	Y	replace culverts
22-Jul	6	other work			RR104			Y	clean culverts to allow water flow
23-Jul	6	Culvert		S outh of Hwy 63	RR 92		Y	Y	replaced 3 culverts
23-Jul	5	Culvert		North of Hwy 64	RR 90		Y	Y	replace culverts
23-Jul	6	approach	Dave Zacharias	SE 13 85 9	RR 90		Y	&	rebuild approach
23-Jul	5	approach	Dave Janzen	SW 13 85 10	RR 100		Y	Y	rebuild approach
28-Jul	5	Culvert		North of Hwy 64	RR84		Y	Y	replace culvert
29-Jul	7	other work		east of RR 122	TWP 840			Y	clean culverts to allow water flow
29-Jul	7	other work		east of RR 122	TWP 840			Y	Clean out drainage ditch
29-Jul	7	Culvert		Twp 840	RR 133		Y	Y	replace Culverts
30-Jul	7	Culvert		RR 134	TWP 840		Y	Y	replace Culverts
30-Jul	7	Culvert		RR 135	TWP 834.5		Y	Y	replace Culverts
30-Jul	7	other work		intersection of RR 122 & TWP834.5	TWP 834.5		Y	Y	clean culverts to allow water flow
31-Jul	7	Culvert		intersection of RR 122 & TWP834.5	rr 121		Y	Y	replace 4 Culverts
31-Jul	7	other work		intersection of RR 122 & TWP834.5	RR 121			Y	clean culverts to allow water flow
31-Jul	2	other work		Repair approach to bridge	RR 44			Y	repair bridge
04-Aug	7	Culvert		intersection of TWP 840	RR 125		Y	Y	replace culvert
05-Aug	6	approach	Peters	NE 4 85 9	RR 93		Y	Y	rebuild approach & install culvert

**2020 Public Works
Approach/Culverts and Other Maintenance Projects**

Date	Dw.	Project	Requested by	Location	Range Road	New	Replace	Completed	Notes
05-Aug	6	Culvert		North of Hwy 64	RR95		Y	Y	replace Culverts
05-Aug	6	Culvert		North of Hwy 64	RR93				replace 3 Culverts
05-Aug	6	Culvert		South of Hwy 64	RR93		Y	Y	replace Culvert
06-Aug	5	other work		S of TWP 842	RR 104			Y	maintenance on previous installed culverts
07-Aug	2	approach	Helena Peters	NE 13 84 5	RR 60	Y		Y	rebuild approach & install culvert
07-Aug	2	approach	Dave Frykas	SW 19 84 5	RR 60		Y	Y	rebuild approach & install culvert
10-Aug	1	Culvert		South of TWP 832	RR 34		Y	Y	replace culverts
11-Aug	3	Culvert			Sulfer lake rd		Y	Y	replace 2 culverts
11-Aug	3	other work			Sulfer Lake rd			Y	clean out beaver dammed culverts
12-Aug	3	Culvert		(Montney Valley Road)	RR 51		Y	Y	replace culvert
13-Aug	3	approach	G & T Kaut	SE 24 85 5	RR 50	Y		Y	rebuild approach & install culvert
17-Aug	2	Culvert		South of TWP 832	RR 40		Y	Y	replace culvert
18-Aug	2	approach	Don Koyman	SH 18 83 3	TWP 832		Y	Y	rebuild approach & install culvert X2
18-Aug	2	other work		between RR 34 - 40	TWP 832			Y	repair approach with no culvert
18-Aug	2	approach	Stucklschwaiger	NE 6 83 3	RR 35		Y	Y	rebuild approach & install culvert
19-Aug	2	approach	Marzusi	NW 13 84 4	RR 41		Y	Y	rebuild approaches & install culverts
25-Aug	2	Culvert		north of TWP 841	RR 41		Y	Y	replace culvert
25-Aug	2	other work		between Twp 842 and 844	RR41			Y	clean culverts to allow water flow
26-Aug	1	Culvert		east of RR14	TWP 840		Y	Y	replace culvert
27-Aug	2	Culvert		Intersection of RR 45	TWP 842		Y	Y	replace culverts
27-Aug	2	other work		Intersection of RR 45	TWP 842			Y	clean culverts to allow water flow
01-Sep	2	Culvert		east of RR 60	TWP 830		Y	Y	replace culverts X 3
01-Sep	3	other work			Sulfer Lake rd			Y	repair Road wash out area
02-Sep	2	other work		Near TWP 832	RR 60			Y	clean spring runoff gravel out of ditch
03-Sep	3	Culvert		Montney Valley Rd	RR50		Y	Y	replace culvert
08-Sep	2	Culvert		Near TWP 832	RR 60		Y	Y	replace culvert
16-Sep	3	Culvert		SW 32 85 6 6	R65T855.5		Y	Y	Replace culvert
16-Sep	3	Culvert	Jake Peters	SW 33 85 6 6	R64T860	Y		Y	New Approach
16-Sep	3	other work		TWP 86 6					Brush signs/pipe ends
16-Sep	3	Culvert		N1/2 31 87 5	R65T855.5		Y		Telus Line/wet/Culvert
17-Sep	3	Culvert		N1/2 31 87 5	R65T855.5		Y	Y	Telus Line/wet/Culvert
17-Sep	3	other work			R65t860			Y	Replace signs
21-Sep	3	other work		SW 18 86 5	T862			Y	FIX back Slope
21-Sep	4	other work		Worsley				Y	Blade Rutts for recycle bins
21-Sep	4	Culvert			R81T872			Y	Beaver Plug Pipe

**2020 Public Works
Approach/Culverts and Other Maintenance Projects**

21-Sep	3	Culvert			R50T852			Y	Beaver Plug Pipe
21-Sep	2	other work			R50T842			Y	Beaver Dam In Ditch
22-Sep	3	Culvert		N1/2 31 87 5	R65T855.5		Y	Y	Telus Line/wet/Culvert
23-Sep	3	Culvert		N1/2 31 87 5	R65T855.5		Y	Y	Telus Line/wet/Culvert
29-Sep	5	other work		NW 20 85 9	R95T854			Y	Rip-Rap Culvert Ends
30-Sep	6	other work		NE 4 83 10	R103T843			Y	Rip-Rap Culvert Ends
01-Oct	6	Culvert	Matt Z	SE 5 84 10	R104T850	Y		Y	New Approach
01-Oct	6	Culvert	Abe F	SW 484 10	R104T850	Y		Y	New Approach
01-Oct	5	Culvert	Steve K	SW 2 85 11	R113T842		Y	Y	Re Build Approach
02-Oct	6	Culvert	Abe G	NW 15 84 11	R113T842		Y	Y	Re Build Approach
02-Oct	2	other work		NE 26 84 3	R51T844			Y	Brush signs/pipe ends
06-Oct	6	Culvert	Dave	NE 1 85 9	R90 Hwy 64	Y		Y	New Approach
06-Oct	3	Culvert		NE 11 85 6	R61 Hwy 64	Y		Y	New Approach
06-Oct	4	other work		Worsley					Drainage Ditch/TO WET
06-Oct	3	Culvert		NW 11 87 6	R54T872		Y	Y	Re place pipe
07-Oct	6	Culvert	S Hale	SE 2 85 9	R91T850		Y	Y	Re Build Approach
07-Oct	5	Culvert	Corney G	NE 1185 6	R92 Hwy 64	Y		Y	New Approach
07-Oct	3	Culvert		SE 14 86 5	R51T862.5		Y	Y	Telus Line/wet/Culvert
07-Oct	2	other work		NE 30 83 6					Carter Camp Rd.

Clear Hills County

Request For Decision (RFD)

	Regular Council Meeting
Meeting Date:	October 13, 2020
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Calendars
File:	11-02-02

DESCRIPTION:

Council and administration shall review the upcoming months' calendars for Councillor Committee meetings to attend or that were attended, to assist Administration with record keeping and Council with reminders of upcoming meetings.

BACKGROUND:

ATTACHMENTS:

- Calendar of upcoming meetings and conferences

RECOMMENDED ACTION:

RESOLUTION by to accept for information October, November and December 2020 calendar updates of Councillor Committee meetings, that assist Administration with record keeping and Council with reminders of upcoming meetings with the following changes:

Initials show support - Reviewed by:	Manager:	CAO:
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OCTOBER 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	1 NWSAR-AB	2	3
4	5	6 P&P Mtg-ALL	7 NPHF-AB	8	9	10
11	12 Thanksgiving	13 Council	14	15	16	17
18	19	20 ASB-DJ,JR	21	22	23	24
25	26 NWSAR Trappers Training- AB,PF	27 Council Organizational Mtg-ALL	28	29	30	31

NOVEMBER 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
	Virtual RMA Convention					
8	9	10	11	12	13	14
		Council	Remembrance Day			
15	16	17	18	19	20	21
		ASB-DJ,JR				
22	23	24	25	26	27	28
		Council				
29	30	1	2	3	4	5

DECEMBER 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	1	2	3	4	5
6	7	8 Council	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
					Christmas Day	Boxing Day
27	28	29	30	31	1 New Years Day	2

Acronyms for Calendar

RMA	Rural Municipalities of Alberta
ASB	Agricultural Service Board
ASR	Alberta Surface Rights
CCES	Cleardale Community Enhancement Society
CH Conn - D	Clear Hills Joint Venture Ltd. - Directors
CH Conn - O	Clear Hills Joint Venture Ltd. - Operating
CCFC	Clear Creek Fire Committee
DAP	Development Appeal Board
MPRP	Mercer Peace River Pulp Ltd. Public Advisory Committee
HPEC	Health Professional Enhancement committee
EDC	Economic Development Committee
EMC	Emergency Management Committee
FCM	Federation of Canadian Municipalities
FV-Med	Fairview Medical Clinic Operating Society
FRAAC	Fairview Regional Airport Advisory Committee
FV-Seed	Fairview Seed Cleaning Co-Op Board
GGAMAC	Grimshaw Gravel Aquifer Management Advisory Committee
IIC	Interprovincial/Intermunicipal Committee
MMSA	Mackenzie Municipal Services Agency - Directors
MPTA	Mighty Peace Tourist Association
MPC	Municipal Planning Commission
NAEL	Northern Alberta Elected Leaders (Reeve & CAO - once a year)
NARAIL	Northwestern Right of Way Acquisition Committee
NPHF	North Peace Housing Foundation
NPRLFC	North Peace Regional Landfill Commission
PLS Adv	Peace Library Systems – Clear Hills Advisory
PLS	Peace Library Systems
PREDa	Peace Regional Economic Development Alliance
Rec-BR	Recreation Board – Burnt River
Rec-CC	Recreation Board – Cherry Canyon
Rec-CD	Recreation Board – Cleardale
Rec-HC	Recreation Board – Hines Creek
Rec-W	Recreation Board – Worsley
R & CAO	Reeves and CAO's (once a year) Filed with Boards & Committees
RBC	Road Ban Committee
Rural Watch	Rural Crime Watch Executive Board
Site C	Site C Clean Energy Project
TTPC	Trades Training Program Committee
TRC 726	Technical Review Committee – Highway 726 Coulee
WDHP	Worsley & District Health Promotion
Z4	Zone 4 (Spring & Fall)
NWSAR	North West Species at Risk
SDAB	Mackenzie inter-Municipal Subdivision and Development Appeal Board
JIMC	Joint inter-Municipal Committee